	ARIZONA DEPARTMENT OF CORRECTIONS	CHAPTER: **400** **PHYSICAL PLANT/FACILITIES**	OPR: Division Director, Support Services
401-T-PPS **TECHNICAL MANUAL** **PHYSICAL PLANT STANDARDS**		DEPARTMENT ORDER: **401** **PRISON CONSTRUCTION**	SUPERSEDES: N/A EFFECTIVE DATE: **10/1/00** Rev.10/10/06

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STATEMENT OF PHILOSOPHY

The design, construction and remodeling for prisons must promote a safe environment as well as it is efficient, effective and operational. Health and safety measures must enable the elimination, control or minimization of the risk of injury to both staff and inmates. Facility organization must advance the security perspectives of controlled inmate activity management and restricted movement. Managing safety at the workplace requires those involved to continually seek to attain innovative ways to improve employee safety as new prisons or modifications are contemplated. ADC developed the Standards Manual to ensure these outcomes are realized..

EXECUTIVE SUMMARY

This manual is to be considered a work in progress that will be updated as revisions in statute, relevant case law, improved technology and sound correctional practices dictate. Physical plant design, construction, FF&E (Fixed Furnishings/Fixtures and Equipment) and hardware requirements beyond those generally described in this manual will be detailed in procurement documents developed by subject matter experts or described in detail in response to Requests for Proposals (RFP) from prospective offerors for consideration by the Department.

This document contains general information about the operational levels within the prison system and the specific requirements for various prison risk levels. A review of case law and statutes has been performed, listing current relevant citations, clarifying and supporting the specific Standard(s).

The ***Physical Plant Standards Technical Manual*** was promulgated to enable all parties engaged in a prison construction effort understands in general terms what ADC requires to enhance the Agency Public Safety Mission, while meeting the needs of the staff and inmates for a safe, secure and operationally efficient work/living environment. It is expected that those who may compete for available contracts with the Department, will meet or exceed these standards. This manual will be used as a basis for the review of proposed facilities. All other new construction will be required to adhere to the standards described in this manual. Additionally, in support of the Arizona Correctional Industries (ACI), items produced and typically used in prison environments that are produced by inmates working for ACI, have been specified for installation or use.

This manual has been developed in seven parts, which will allow the State to define the requirements of any specific prison facility by combining requirements of specific parts of this manual. As an example, Part 1 combined with Part 2 – (Minimum Custody Facility Requirements) and Part 7 –(Appendix) fully defines the design requirements of a Minimum Custody facility.

Part 1 - General Parameters

PART 1 - GENERAL PARAMETERS

APPLICATION: This technical manual is designed to provide direction in matters related to the design and construction of prison facilities. Deviations from authorized standards and requirements will be considered if they are in the Department's opinion consistent with sound correctional practices. Request for approved changes to the standards shall be made in writing by the vendor to the Department Director, citing the Physical Plant Standards number, the specific proposed change and the reason for the change. The Director will review the request and provide written approval of any acceptable changes to these standards. The standards and requirements contained herein are intended to apply to new construction with limited application to renovations of ADC prisons. Those Standards also applicable to renovations are: '1.2.1; '1.4.1.5; ' 1.4.2; §1.4.1.3, '1.5.3.1 through '1.5.3.4 inclusive and '1.5.7.1.

1.1 DEFINITION OF TERMS

1.1.1 ABBREVIATIONS, WORDS, TERMS AND PHRASES DEFINED. For the purpose of this standards technical manual the following list of words, terms and phrases are defined for the sole purpose of construction and renovation and are not official definitions as used in other written instruction. The words are to provide clarity to the technical information provided. Terms related to correctional facilities are used differently throughout the United States, and can cause confusion related to facility design and operational requirements.

1.1.2 ACCEPTED EXPRESSIONS:

ACA: American Correctional Association

ACI: Arizona Correctional Industries

ADC: Arizona Department of Corrections

AIMS: Adult Information Management System.

CCTV: Closed Circuit Television system used for surveillance purposes.

NCCHC: National Commissions on Correctional Health Care**.**

COMPLEX CONTROL: The Control Room from which security and control for a prison Complex occurs. It includes monitoring of systems within each prison unit and is responsible for overall site security and control issues.

COMPLEX: A prison consisting of a grouping of prison units with individual and/or shared perimeter fences and share centralized administrative and support functions located outside the units themselves.

DETENTION: High security housing unit used to isolate inmates from the general population on a short term basis.

DORMITORY: A large single space for the housing of inmates. The room provides spaces for multiple inmate living. Size of the space varies based on the requirements within this manual. Suitable for minimum and medium custody levels.

FACILITY: A stand alone prison which contains all of the functions defined in a prison unit and some of the functions found at a complex level. It is a facility that is capable of operating in a self sufficient manner. Support buildings and functions that are not available on site are normally contracted out.

FACILITY CONTROL: The control room responsible for security and control of the standalone facility, including perimeter security and all site-wide security and control issues. This control room provides monitoring of other control rooms within the facility (e.g., housing control, yard control, sallyport positions, etc.).

HOUSING UNIT: A building or portion thereof that provides a complete security barrier around all spaces that is consistent with the custody level contained. Housing unit styles may be either dormitory and/or celled. Officer Stations with Minimum and Medium level custody facilities and Control rooms for Close and Maximum level custody facilities staff to observe all beds in the dormitories or doors of the cells they control, and are an integral and required element of a housing unit.

MAJOR ADDITION – "A Major Addition**"** is defined as the addition of permanent housing and the Complex and/or Facility Support Building necessary to support the additional inmate population to be housed. In this case, all of the requirements contained in these Standards apply. This requires the additional square footages of all Complex and Support Buildings.

MANAGEMENT UNIT: A portion of the facilities' population made up of a manageable number of inmates, which are divided by fencing.

MATV: Master Antenna Television system.

POD: A pod is a grouping of cells and an adjacent common space or dayroom. The entry/exit doors are locked, providing a secure barrier suitable for the custody level. Each pod contains showers and janitor closet to support the living activities. Several pods may be grouped about an officer station or control room to form a housing unit.

RENOVATION: A major modification to an existing prison structure or a significant change to the use or occupancy of a prison structure. [Standards designated (Renovation) apply to renovation efforts as well as to new construction].

SECURE VESTIBULE: A space developed to provide controlled movement of inmates, the public or staff between various functions. The space shall consist of at least two interlocked remotely controlled doors, and be designed to provide a continuation of the buildings' security barriers.

UNIT: A group of prison buildings and recreation fields that are fenced in and can contain up to 1,200 inmates. The buildings contain the housing, support, education, work based education, visitation, kitchen, dining and administration spaces necessary to support the activities of the staff, inmates and public. Two custody levels may be contained in a single unit, provided the design and construction will yield adequate separation.

UNIT CONTROL: The control room responsible for the security and control of a prison unit, including it=s perimeter security system and all internal security and control functions. This control room provides monitoring of other control rooms within the facility (e.g., housing control, yard control, sallyport positions, etc.). The unit control is generally not responsible for perimeter patrol activities. Patrol activities are coordinated by Complex Control.

WING: A wing is a portion of a housing unit with cells or small pods aligned along a corridor.

1.2 BUILDING AND SAFETY CODES

1.2.1 CODE COMPLIANCE [RENOVATION]: The vendor shall comply with applicable federal, state, and/or local building, fire safety codes and the standards herein.

Code compliance shall be demonstrated through licensure and where a license is not issued, through inspection certificates.

The codes in Appendix 1 shall be adhered to as well as any revisions promulgated subsequently.

1.3. SITE LOCATION PARAMETERS

1.3.1 EMERGENCY MEDICAL RESPONSE REQUIREMENTS. A Facility or Complex shall be sited in proximity to a city or town such that emergency services are within a 60 minute travel time from the prison. Renovated existing facilities shall also be located within the time constraints listed above.

1.3.2 POPULATION CENTER REQUIREMENTS. Proximity to a civilian population center is to augment the services provided directly by the institution, to provide greater recruitment and training opportunities for staff, to accommodate visitors, and to provide employment opportunities for inmates.

1.3.3 ZONING AND USE PERMITS. Facilities to be utilized by ADC shall be renovated or constructed on property with proper zoning which will allow the operation of a correctional facility of the level of security required by ADC. Special Use Permits shall be in place if they are a requirement of the zoning restrictions.

1.3.4 FIRE PROTECTION SERVICES. A prison complex or facility shall be sited in proximity to a city or town such that emergency services are within a 60 minute travel time from the prison. The use of a volunteer or internal fire department is acceptable for compliance, assuming that the fire station is readily accessible in case of fire and that it is the primary alternative source available. If the fire station is not continually staffed, fire alarm notification (telephonic or direct link) must be made to a local law enforcement unit or equally reliable source.

1.4 FACILITY PARAMETERS

1.4.1 GENERAL REQUIREMENTS. ADC has developed general terms defining the levels of security risk within the Arizona Department of Corrections. The following general parameters and specific requirements in Part 2 through 7 of this manual shall be complied with based on the level of security of the facility. Appendix 2 provides a definition of each Risk Level.

1.4.1.1 Facility or Unit Capacity. The capacity of a facility or a unit within a prison complex, may reach a maximum of 1,200 inmates. Large units are generally divided into management units (yards). Management units shall be divided by fences to create distinct yards to separate population for enhanced staff and inmate safety.

In determining size, the Department/entity shall consider the custody level and the ability of staff to observe unit dynamics and security requirements.

Inmate housing areas are the foundation of institutional living and must promote the safety and well-being of both staff and inmates.

1.4.1.2 Facility Gross Square Footage. The minimum gross square footage of the entire complex or facility based on required building square footages, shall be a minimum of 240 sq ft/inmate or 250 sq, ft, in an enclosed recreation building as required per 1.6.10 or the vendor is to provide documentation on the out-sourced services and provide justification for reduction of square footages. Reductions in square footages are to be itemized and shall be reviewed/approved by an ADC review panel and must be approved by the director. Square footages that are not to be included in the total for the purpose of this paragraph, include water treatment plant buildings, wastewater treatment plant buildings and/or other buildings that are not specifically required by these Standards.

1.4.1.3 Male/Female. A complex or facility shall be designed, constructed and operated to eliminate any opportunity for male and female inmates to come into direct contact with each other. The physical plant must ensure sight and sound separation.

Functional space(s) shall not be used by both genders at any time. ARS '31-271 (A) states Amale and female prisoners shall not be kept or placed in the same room.@

1.4.1.4 Minors. The institution must be organized to separate and isolate minor and adult inmates from each other.

$ ARS '31-271 (B) states AA person under the age of eighteen years shall not be confined in the same section of any jail or prison in which adult prisoners are confined.@

1.4.1.5 Facility Appearance [Renovation]. Facilities or complex buildings shall be painted grey. (It is acceptable to leave CMU or concrete on the interior of a building without paint if waterproofing is not required.) All building trim and miscellaneous metals shall be painted blue. Cell walls shall be painted Navajo White.

Specific color specifications shall match colors as manufactured by Griggs and as listed:

Trim – Deluxe Paints Valley Blue #4308

Buildings (Exterior Walls) –Yuma Misty #2200 Deluxe Pro-flat
Building Interior Walls – Deluxe Paints "Chalky" #1407 Deluxe Ultra Semi Gloss
Soffits – Color to be selected by ADC

1.4.2 FENCING DESIGN: [Renovation]. Fencing structure and footings are to be designed to meet the soil conditions at the site based on the geotechnical recommendations and to meet the wind loading and seismic conditions of the area per code recommendations. Minimum requirements for wind loading shall be 90 mph and seismic zone 2. Provide sealed structural calculations for ADC approval.

1.4.3 PARKING Provide sufficient staff and visitor parking adjacent to the main entry point to the Complex or facility based on the following formulas:

Staff Parking – Provide vehicle parking spaces on the basis of one space for each 20 inmate population.

Visitor Parking – Provide vehicle parking spaces on the basis on one space for each 15 inmate population.

1.5 ENVIRONMENTAL PARAMETERS

1.5.1 HVAC

1.5.1.1 GENERAL

1.5.1.1.1 Mechanical design shall consider the degree of difficulty and cost for maintaining and operating a prison, as related to placement and potential abuse of equipment.

1.5.1.1.2 For buildings located within the security area, security, staff safety and inmate safety take precedence over energy conservation issues.

1.5.1.1.3 Buildings must meet the energy conservation requirements of ASHRAE Standard 90.1.

1.5.1.1.4 Note that only a limited number of energy conservation measures apply to AI@ occupancies, due to the security requirements.

1.5.1.1.5 New construction in either modernization or renovation projects shall conform to the level of minimum standards as described for new prisons.

1.5.1.1.6 Alterations to existing, or installation of new mechanical systems in existing structures shall be accomplished in conformance with the requirements for new prisons, where possible.

1.5.1.2 SECURITY

1.5.1.2.1 Wall Openings and Duct Penetrations:

1.5.1.2.1.1 Security shall be maintained for openings exceeding 5 inches in any dimension or duct penetrations in perimeter walls, floors, or ceiling/roof of secure rooms or areas, by fitting to the opening (on the side away from the opening if possible) an assembly of round steel bars welded to a perimeter welded steel frame.

1.5.1.2.1.2 The areas and buildings requiring these security bars are those in Close, Maximum, and all detention housing units (including control rooms), inmate canteen, receiving and release, armory, locksmith, visiting, central control, complex control and pharmacy.

1.5.1.2.2 Security Bar Assembly:

1.5.1.2.2.1 Duct mounted security barrier shall be constructed of vertical 3/4" diameter, tool-resistant steel bars on maximum 6" centers with horizontal 2" x 1/4" flat steel bars on maximum 8" centers. Horizontal and vertical bars shall be welded at each cross-point. Barrier bars shall be welded into 1/4" x 2" steel frame.

1.5.1.2.2.2 Security barriers in shower exhaust ducts and dishwasher exhaust ducts shall be stainless steel.

1.5.1.2.3 Security Air Inlets and Outlets: Security type air inlets and outlets shall be provided for all openings in perimeter walls, floors or ceilings/roofs of secure room or areas.

1.5.1.2.4 Grilles: Supply and return grilles in Close, Maximum and all detention building cells, shall be constructed of 3/16" steel to comply with ASTM A36.

1.5.1.2.4.1 The face of the grille shall be perforated with 5/16" diameter holes arranged on 7/16" staggered centers.

1.5.1.2.4.2 The grille shall have a 1 inch steel border around the entire perimeter.

1.5.1.3 HVAC DESIGN CONDITIONS

1.5.1.3.1 Outdoor Conditions:

1.5.1.3.1.1 The outdoor design conditions shall be determined from the AClimatic Data for Region X Arizona, California and Nevada@ issued by ASHRAE.

1.5.1.3.1.2 The summer design dry bulb and design wet bulb shall be taken from the 0.5 percent columns. The winter dry bulb shall be taken from the 0.2 percent column.

1.5.1.3.2 Indoor Environmental Requirements:

1.5.1.3.2.1 Mechanical cooling shall be provided for staff only spaces to maintain a maximum indoor temperature of 78EF within the ASHRAE summer comfort zone.

1.5.1.3.2.2 Evaporative cooling shall be provided for mixed use or inmate spaces in the Close and Maximum Custody facilities. 12" Glasdek media shall be used as a minimum media thickness and be comprised of 4" thick and 8" thick media to allow replacement of the 4" media during regular maintenance.

Inmate spaces in the Minimum Custody and Medium Custody facilities shall be designed for air condition to maintain a maximum indoor temperature of 84°F within the ASHRAE summer comfort zone.

1.5.1.3.2.3 Heating shall be provided for inmate, mixed use, and staff only spaces to maintain a minimum indoor temperature of 68°F within the ASHRAE winter comfort zone.

1.5.1.3.2.4 The following areas have special requirements.

1.5.1.3.2.4.1 Within Close and Maximum level custody facilities the housing unit control room, central control and complex control shall have an independent separate air conditioning system, which is separated from the remaining structure, in order to prevent intrusion of chemical agents or smoke. Space shall be positively pressurized and air conditioner space is to be completely sealed to prevent passage of evaporatively cooled air.

1.5.1.3.2.4.2 The dry food storage area shall be air conditioned and shall be maintained between 68EF and 78EF.

1.5.1.3.2.5 Except for areas indicated specifically elsewhere, warehouses and storage facilities shall be maintained at a minimum of 50EF. The summer temperatures shall be maintained with evaporative cooling with 12" deep minimum Glasdek.

1.5.1.3.2.6 Work Based Education (WBE) areas shall be treated as typical inmate occupied areas, unless the equipment used to teach the inmates in the specific areas places a tighter demand for temperature requirements.

1.5.1.3.3 Energy Sources:

1.5.1.3.3.1 Heating: Where natural gas is available, it shall be distributed throughout the site as the source of heating.

1.5.1.4 VENTILATION

1.5.1.4.1 General: The housing units shall receive a minimum of 40 cfm outside air per cell.

1.5.1.4.2 Exhaust Ventilation Requirements:

1.5.1.4.2.1 Restrooms and public toilets require exhaust at 2 cfm per square foot.

1.5.4.1.2.2 Janitor=s closets require exhaust at 2 cfm per square foot.

1.5.1.4.2.3 Kitchen exhaust shall comply with NFPA 96.

1.5.1.4.2.4 Showers shall be exhausted to provide for 100 cfm per shower head.

1.5.1.4.2.5 There shall be a minimum exhaust of 100 cfm from each cell.

1.5.1.4.2.6 There shall be exhaust from the bench in the armory to exhaust fumes. A slotted hood is preferred.

1.5.1.4.3 Smoke Exhaust:

1.5.1.4.3.1 Smoke exhaust for all "I" occupancy buildings shall be in accordance with NFPA, UBC, and UFC, with modifications as accepted by State Fire Marshal.

1.5.1.4.3.2 In cell areas, upon detection in a zone, the smoke exhaust shall be energized. Air handlers in adjacent zones shall operate normally. Air handlers in smoke zone shall go to 100% outside air. If smoke is detected in supply duct, AHU shall shut down.

1.5.1.4.3.3 The operation of the smoke exhaust mode for the air conditioning systems shall be controlled by:

1.5.1.4.3.3.1 Smoke detection systems in the exhaust/return air ducts.

1.5.1.4.3.3.2 Area smoke detectors.

1.5.1.4.3.4 Consideration should be given into the use of two speed exhaust fans in accomplishing the smoke evacuation.

1.5.1.5 DUCT SYSTEMS

1.5.1.5.1 Ductwork:

1.5.1.5.1.1 The ducts shall be designed as low pressure galvanized ductwork in accordance with SMACNA Low Pressure Duct Construction Standards and ASHRAE handbooks, except as noted in the following:

1.5.1.5.1.1.1 Spiral wound round ducts may be used.

1.5.1.5.1.1.2 Exhaust ducts from showers, kitchen dishwasher hood, and other wet areas shall be aluminum.

1.5.1.5.2 Ducts Exposed to Inmate Reach:

1.5.1.5.2.1 Ducts are considered exposed to inmate access if they are located within twelve feet of the floor, mezzanine or ground in an inmate accessible area.

1.5.1.5.2.2 When ducts are exposed in inmate accessible areas, the duct shall be welded rectangular ducts. The sheet metal shall be at least 14 gauge. The sections shall be welded or screwed together with tamper-proof fasteners. Slip joints are not allowed.

1.5.1.5.2.3 If, due to unevenness of duct or ceiling, there is a crack exceeding 1/32 inch between duct and ceiling, within reach in inmate accessible areas, then such crack must be covered by a 1 x 1 x 1/4 inch angle iron which is spot welded to the duct and bolted to the ceiling with tamper-proof fasteners.

1.5.1.5.3 Ductwork Accessories:

1.5.1.5.3.1 All ductwork accessories shall be standard accessories conforming to SMACNA, NFPA and UL requirements for grilles, registers, balancing dampers, fire dampers and combined smoke and fire dampers, except as noted below:

1.5.1.5.3.1.1 Grilles and registers shall provide for a proper air distribution, and shall be designed to avoid blowing air directly at inmates or staff.

1.5.1.5.3.1.2 Grilles and registers at showers and wet locations shall be of aluminum for minimum and medium security and stainless steel for close and maximum security and all detention units.

1.5.1.6 CONTROLS

1.5.1.6.1 Air Conditioning Control: All control systems shall be independent and stand-alone for each building. There shall be no central control for mechanical systems.

1.5.1.6.2 Smoke Control: Smoke management is required in the housing buildings.

1.5.1.6.3 Thermostats:

1.5.1.6.3.1 Thermostats controlling inmate accessible areas shall be of the remote sensor type, where the sensor is located in the return air ductwork, and the controller located in the staff occupied areas.

1.5.1.6.3.2 If it is not possible to use or mount thermostats outside the inmate accessible areas, the thermostat shall be provided with a minimum 14 gauge tamper-proof enclosure.

1.5.1.6.3.3 All controls shall be installed in such a manner as to be accessible only to authorized staff. If this is not possible, security grade, lockable covers may be used.

1.5.2 PLUMBING REQUIREMENTS

1.5.2.1 General

1.5.2.1.1 Accessibility:

1.5.2.1.1.1 The prison shall be designed to provide for access spaces or chases adjacent to inmate cell toilet-lavatory combos, inmate toilets, urinals and showers. They shall contain the sanitary and domestic water piping in addition to other required utilities.

1.5.2.1.1.2 These spaces or chases shall not be accessible to inmates.

1.5.2.1.1.3 Fixture isolation valves, water closet and urinal flush valves, lavatory P-trap and lavatory valves shall be designed to be serviced only from inside these access spaces or chases where the necessary work space shall be provided.

1.5.2.1.1.4 Design documents shall contain a large scale detailed layout of plumbing for the plumbing chase between the cells.

1.5.2.1.1.5 A Amock-up@ of the design for all ductwork, plumbing and electrical and control wire in the chase between cells shall be built and approved by ADC prior to installation.

1.5.2.1.2 Domestic Hot Water:

1.5.2.1.2.1 Where natural gas is available, the domestic hot water shall be heated in local gas fired water heaters in each building.

1.5.2.1.2.2 Electrical water heaters may only be used in structures with a low occupancy and low water usage, if this is more economical than providing long supply lines for natural gas or hot water.

1.5.2.1.2.3 Hot water shall be provided at 105EF (adjustable from 100°F to 120°F) for sinks, lavatories and showers.

1.5.2.1.2.4 Hot water at 140EF shall be provided for the kitchen.

1.5.2.1.2.5 Hot water at 180EF shall be provided by local booster heaters for usage in the kitchen automated dishwashing equipment.

1.5.2.1.2.6 The hot water main lines shall have a recirculating loop system.

1.5.2.1.3 Contamination Prevention: The domestic water system shall be protected from potential contamination.

1.5.2.1.4 Water Conserving Fixtures: All fixtures shall be selected to minimize their water usage and comply with State statutory requirements.

1.5.2.1.5 Laundries: Laundries shall utilize wastewater heat recovery systems and simple rinse water reuse systems.

1.5.2.1.6 Evaporative Coolers: are to be equipped with timers for bleed water discharge. Discharge water from evaporative coolers shall not be discharged to the sanitary system if on-site waste water treatment facilities are provided.

1.5.2.2 Piping

1.5.2.2.1 Interior Waste and Vent Lines: Pipes shall be concealed where possible. Where piping is exposed in areas accessible to inmates, Ahub@ type joints shall be used.

1.5.2.2.2 Drains and Cleanouts: Drains and cleanout covers shall be secured using tamper-proof fasteners in all areas. Drains shall be provided at all toilet rooms.

1.5.2.2.3 Baffles in Drain Lines: Sanitary waste piping connections for water closets in inmate rooms, where installed Aback-to-back@ with common chase, shall be piped utilizing a sanitary tee fitting with integral baffle so that there cannot be any direct pass-through in the piping.

1.5.2.2.4 Domestic Water Piping:

1.5.2.2.4.1 Piping shall be concealed where possible. Exposed piping shall be identified at approximately 20 foot intervals.

1.5.2.2.4.2 Sectional valves to isolate sections of piping for maintenance and repairs shall be provided.

1.5.2.2.5 Freeze Protection:

1.5.2.2.5.1 All exterior exposed plumbing shall be protected from freezing.

1.5.2.2.5.2 Assume ASHRAE 0.2% standard temperature for design.

1.5.2.2.5.3 Use insulation in lieu of heat trace where insulation alone will provide the required protection at the ASHRAE design temperature.

1.5.2.2.5.4 Where no ASHRAE temperature is listed for the site, confer with ADC for selection of appropriate design temperature.

1.5.2.3 Interceptors

1.5.2.3.1 Grease Interceptors:

1.5.2.3.1.1 Sizing of grease interceptors shall be in accordance with the requirements of the formula for full service kitchen of the UPC.

1.5.2.3.1.2 The sizing shall be based on emptying the grease interceptor twice monthly.

1.5.2.3.1.3 The grease interceptor may be sectionalized, but installed on a solid unitary base.

1.5.2.3.1.4 Only grease bearing effluents shall be discharged into the grease interceptor.

1.5.2.3.2 Oil Interceptors:

1.5.2.3.2.1 Floor drains in any area, such as garages, automobile repair and maintenance shops or fuel storage and handling areas, where the runoff may contain oil or spilled fuel, shall be provided with an oil interceptor to prevent oil or fuel from entering the sanitary sewer or storm drainage system.

1.5.2.3.2.2 Only oil bearing, grease bearing, or flammable effluents shall be discharged into the oil interceptor.

1.5.2.3.3 Soil Interceptors:

1.5.2.3.3.1 Soil interceptors shall be provided in the drain lines, where there is a risk of contaminating the drain water with soil, sand or gravel, such as runoff from areas where trucks are washed, or runoff from areas where potting of plants, gardening or landscaping is performed.

1.5.2.3.3.2 Only solid, sand or gravel bearing effluents shall be discharged into the soil interceptor.

1.5.2.3.3.3 Oil and soil interceptors may be combined into one, where there is a mixing of the oil and soil contaminations, such as runoff from truck washing areas.

1.5.3 FIRE PROTECTION

1.5.3.1 Codes and Requirements [Renovation]

1.5.3.1.1 Extinguishment requirements and sprinkler systems shall comply with NFPA 13 and UFC.

1.5.3.2 Sprinkler heads [Renovation]

1.5.3.2.1 Sprinkler heads used in inmate acceptable areas within the inner security perimeter shall be institutional type and tamper-resistant. If the sprinkler head is equipped with an escutcheon, it shall require a special tool for removal.

1.5.3.2.2 When sprinkler heads are required in inmate accessible areas with limited head height, they shall be security type with flush mounting.

1.5.3.2.3 In dayrooms of housing units, piping and sprinkler heads shall be designed to be out of reach of inmates. Where piping must be exposed in activity areas, pendant type sprinkler heads will be used and the pipe will be strapped to the ceiling or roof slab overhead at intervals sufficiently close to maintain straight alignment.

1.5.3.2.4 At least 4 spare sprinkler heads of each type used shall be provided at the site, together with any special tools required for head replacement for each building.

1.5.3.2.5 Before final design or installation, a sample of all proposed security area sprinkler heads shall be presented to ADC for inspection/approval.

1.5.3.2.6 Sprinkler heads installed in radio, security and electrical rooms within another structure shall not be located above equipment, in order to prevent equipment damage due to water leakage.

1.5.3.3 Isolation Valve [Renovation]

1.5.3.3.1 An isolation valve shall be provided for each sprinkler system with a water flow detection alarm switch and a valve tamper switch connected into the central detection and alarm system. Valves and switches shall not be installed in areas accessible to inmates.

1.5.3.4 Fire Protection Water [Renovation]

1.5.3.4.1 If on-site water storage is required, the capacity shall be determined by local jurisdiction requirements, NFPA, UBC and UFC.

1.5.3.4.2 Fire protection water shall be provided from the site domestic water system, but with separate entries to the buildings that require fire water for sprinklers or standpipes.

1.5.4 LIGHTING

1.5.4.1 Exterior Lighting Fixtures

1.5.4.1.1 Exterior lighting shall conform to local lighting codes. These codes shall be verified by the bidder. Foot candle levels shall be provided as required in parts 2-6 under 1.5 Physical

Security. Building and site lighting shall be controlled by a combination photocell on, and time clock off. Time clock shall be digital with battery backup.

1.5.4.1.2 High mast lighting shall be utilized where allowed by local codes. Poles shall be round steel with the lowering mechanism in the pole powered by a portable motor. High mast lighting shall be a top latch system with a maximum pole height of 100 feet. Bases shall be designed and certified by a Structural Engineer. Light source shall be high pressure sodium.

1.5.4.1.3 Pole mounted lights shall consist of a sealed optical system, sharp cut off utilizing 400W high pressure sodium light. The sealed optical system shall consist of neoprene seal on the lens and a permanent gasket at wire penetration from ballast to the optical chamber. Poles shall be round steel.

1.5.4.1.4 Building mounted lights shall be the same style as pole lights except 150 or 250 watt high pressure sodium lamps.

1.5.4.1.5 All high pressure sodium lamps shall be stand-by (SBY) rated for instant re-strike.

1.5.4.2 General Light Levels

Lighting throughout the prison is determined by the tasks to be performed, interior surface finishes and colors, type and spacing of light sources, outside lighting, shadows and glares.

Lighting levels indicated herein refer to maintained foot-candle level of illumination calculated with the light loss factor, and maintenance factor of 0.70 % based on lumen output for lamps after initial burn in. Where specific foot-candle levels of illumination are not specified, the median recommendations of the Society of Illuminating Engineers shall be used.

Area	Foot Candle Limit/Specification
Office/Work Spaces	60
Restrooms	30
Corridors	20
Security Areas and housing	30 – 50
Dayrooms	30
Sallyports	20
Vestibules	10
Barber Shop / Storage Room	50
Food Server	50
Counselor	60
Mechanical/Electric Equip. Room	20
Showers/Lavatory/Toilet	20
Stairway	10
Officers Station	50
Walkways/Balconies	10
Classroom	65 - 75
Work Based Education Classroom	65 - 75
Shops	20 - 50
Warehouse	20

1.5.4.2.1 Shop areas where grid ceilings are utilized, 3 lamp fluorescent troffers with T-alarms and electronic ballasts shall be utilized. Troffers shall have .125 inch acrylic lens. Two lamps troffers may be utilized in corridors.

1.5.4.2.2 Strip fixtures with exposed lamps shall not be used anywhere in the facility. Wire guards are not acceptable. All fixtures shall have an appropriate lens. Industrial style fluorescent fixtures may be used in warehouse areas providing they are mounted ten or more feet above furnish floor.

1.5.4.2.3 In Minimum and Medium Custody dormitories, general area lighting shall be provided by vandal resistant fluorescent with a minimum 3/16" polycarbonate lens. Approximately every other fixture shall contain a PL5 fluorescent night light separately switched from the unit control room.

1.5.4.2.4 Close Custody cells shall be equipped with a porcelain keyless socket and appropriate lamp.

1.5.4.2.5 Maximum Custody cells shall be equipped with a 12 gauge steel up/down fixture with 1/2" house side polycarbonate lens and a 1/8" acrylic lens fixture side. Provide appropriate biax lamp.

1.5.5 ELECTRIC POWER AND TELECOMMUNICATIONS

1.5.5.1 Provide a minimum of three duplex electrical outlets (one per wall) in all offices. Provide two data/communications outlets (consisting of one telephone and two data lines) per office.

1.5.5.2 Cells shall be equipped with two duplex electrical outlets located near the bunk and two outlets for cable TV. Boxes for power and cable shall not be back to back with adjacent cells.

1.5.5.3 Dormitories shall be equipped with one outlet and one cable TV outlet per bed.

1.5.5.4 Provide two duplex electrical outlets and two data/communication outlets per 80 square feet for all multiple occupancy office areas.

1.5.5.5 Provide one duplex electrical outlet per 120 square feet for all general office storage or work rooms.

1.5.5.6 Provide a 20 amp. separate circuit in all corridors at a maximum of 50 foot intervals.

1.5.5.7 Provide two separate high voltage (12,000 – 13,000) primary feeders from 2 independent high voltage transmission lines.

Primary (single metering) is to be utilized and all underground distribution electrical feeders are to be run in conduit.

Underground duct systems are to be run to each unit, support/complex buildings, and facilities and to major on-site utilities such as domestic wells, wastewater treatment plant, and water treatment plant.

Provide conduit for the basic requirements, plus 2 spare conduits for each of the following:

a) Telephone
b) MATV
c) Radio
d) Security
e) Aims computer
f) LAN

1.5.6 EMERGENCY GENERATOR

1.5.6.1 Generator Requirements

1.5.6.1.1 Provide a diesel driven engine generator in a weatherproof enclosure sized to accommodate load plus 25% spare capacity. The generator shall be a four stroke engine. Provide a skid mounted UL listed fuel tank with a 12 hour capacity at full load.

1.5.6.1.2 The following loads shall be on the emergency system:

- $ All security doors
- $ Master control
- $ Perimeter & area lighting
- $ Freezer & refrigerator
- $ Communications systems (e.g., phone, radio and air conditioner for communication rooms)
- $ Other lighting as specified by ADC
- $ Equipment room lighting
- $ Sallyports
- $ Unit control rooms
- $ Perimeter electronic security sy6stems
- $ Computer systems
- $ Telephone switches
- $ Each building shall have a transfer switch wired to automatically start the generator when an outage occurs.
- $ Communication Rooms
- $ Waste Water Treatment Plant Lift Stations
- $ Water distribution systems for both potable and fire fighting water.

1.5.6.1.3 Lighting controls shall be as follows:

1.5.6.1.3.1 Building and site lighting shall be controlled by an astronomic time clock. The time clock shall be digital with battery back up.

1.5.6.1.3.2 Perimeter quartz lights shall be connected to the security system such that 300 linear feet of fence is lighted in the event of a breach in the secured perimeter, along with one 300 foot section adjacent to each side of the alarmed segment.

1.5.6.1.4 An addressable fire alarm system shall be provided to meet the State of Arizona fire code for"I-3" occupancy.

1.5.7 FIRE ALARM SYSTEMS

1.5.7.1 [Renovation] An addressable fire alarm system shall be provided to meet the State of Arizona fire code. NOTE: Many portions of the facility are rated "I-3" occupancy.

1.5.8 ACOUSTICS. Acoustic quality of spaces in a correctional facility play an important role in improving communication and interaction between staff and inmates, and greatly improve staff=s safety and ability to monitor inmate activities. The materials approved for each building function have been selected to provide improved acoustic and lower dba.levels.

1.5.8.1 Sound Level Requirements. The sound levels in inmate occupied areas shall be maximum of 70 dBA daytime and 45 dba (using the A scale) at night. Not all areas such as industrial areas, will be able to comply with these requirements. Effort shall be made to reduce noise levels where possible. The facility shall make protective ear gear available for all when work levels exceed maximum level.

1.5.9 WATER QUALITY & SYSTEM DESIGN. The following are minimum requirements for water quality and system design. Detail information for water quality shall be as defined in water quality

regulation in force in the area of the facility. In addition water treatment plants shall meet the requirements of the Arizona Department of Environmental Quality (ADEQ).

The domestic water source may be supplied by a utility or by the drilling of wells on site. The type of material used for the casing and column shall be based on water quality at the site and shall be selected based on the recommendations of a hydrogeologist's analysis of the water composition.

The source of water if on site wells are utilized shall be from two separate, interconnected wells, such that only one well is required to provide the full daily use of the facility. Private utilities must provide written documentation indicating ability to provide two separate sources of water should one source become inoperative.

1.5.9.1 Temperature. Water temperature throughout the State varies, but some areas have excessively high water temperatures. Action may be required to lower drinking water temperatures. Testing should be conducted to verify water conditions.

1.5.9.2 Water Quality. All state and local regulations shall be followed in the design and operation of the water systems. In addition, treatment will be required for all facility domestic water uses if water quality exceeds 600 ppm of dissolved solids. Dental and Kitchen areas shall be further treated to meet or exceed less than 500 ppm of total dissolved solids.

1.5.9.3 Domestic Water and Fire Protection System. On site tank sized to handle storage for fire flows required by code and one days supply for the inmate population based on historic use rates of 200 gallons of domestic water per inmate/day. Staff consumption of domestic water is included in the 200 gallons usage number of water per day/inmate. This design parameters shall be used for the total number of inmates to be housed at the facility or complex.

The domestic water distribution system that serves more than one building, is to be a loop system design with valving that allows the loop to provide continuous operation if a damaged portion of the pipe is shut down during the repair period.

1.5.10 WASTE WATER SYSTEM. The waste water collection system, and on-site treatment plant, if required, is to be designed to handle 160 gallons per inmate per day. If an on-site waste water treatment facility is provided, it shall be equipped with, at minimum:

- $ Recording flow meters on the intake and discharge side.
- $ Flow meters on the re-use effluent pumps, if this is provided.
- $ A muffin monster/grinder on the intake lines.
- $ Methods of mechanically or manually removing solids and other debris on a daily basis from all ponds.

1.5.11 NATURAL LIGHTING. Natural lighting is an essential part of a quality environment for inmate housing and activity areas. Natural light shall be provided in as many areas as possible where inmate and staff activities take place. The following general requirements shall be incorporated in all housing buildings:

1.5.11.1 Cell housing areas shall have natural light provided in dayrooms and cells as f follows:

$ Dayrooms - 12 sq. ft. of window or skylight plus one additional square foot of glazed area per inmate
$ Cells - 1.15 sq. ft. of glazed area with at least one dimension not exceeding 6". Windows shall be glazed with 1/4" tempered glass.

1.5.11.2 Dormitory housing areas shall have natural light provided in living areas as follows:
$ Sleeping areas and dayrooms - 12 sq. ft. of window or skylight plus one additional square foot of glazed area per inmate.

1.5.12 FEMALE FACILITIES SPECIFICATIONS – The Departments standards are based primarily on Prison designs for the adult male population and it is recognized that there are differences in their requirements, security needs and privacy needs. The following is a listing of modifications that shall be made in addressing Adult Female need in facilities designated for their incarceration.

1.5.12.1 Toilet Fixtures – Urinals are not to be provided for female inmates. Substitute china water closets for urinals on a one to one basis. Stainless combination water closets are to be used for Administrative Lock Up and Special Management Inmates.

1.5.12.2 Quite Room – Adjacent to and accessible from each Dayroom, provide one 200 sq. ft Quite Room with furniture groupings that provide several small, private areas to be used for reading and other low noise functions. Visual observation by Officers is mandatory.

1.5.12.3 In Cell Areas, provide a cell layout that separates the water closet and the sink from sleeping areas in a manner that provides inmates privacy.

1.5.12.4 Mirrors – Stainless steel mirrors are to be used only in Special Management/Administrative Segregation cells. Use tempered glass for all other areas.

1.5.12.5 Toilet Areas – Should be designed to provide privacy for women inmates in the water closet areas by installation of doors from plus 12” to plus 48” high with 54” high reinforced masonry partitioned dividers. Showers should have opaque curtain material from the knee level to shoulder height to enable officers to view heads and feet.

Provide 36” wide by 54” high reinforced masonry partition splash guards/visual screens between lavatories.

Provide one enclosed electrically operated locked area for the bathtub area, to be located in a Toilet Room. This is to be provided in each group toilet as a substitute for one required shower.

1.5.12.6 In the Visitation areas, provide 300 sq. ft. of additional space designed and set aside from the General Visitation set for Children's space and play area.

1.5.12.7 Housing Area In Appendix 7.4 Fig. 1, change the height of the inmate storage locker from 36" to 48".

1.6 COMMON SUPPORT REQUIREMENTS The support buildings in this section are similar for all levels of security. Variations or special requirements for these buildings at each security level can be found in the corresponding Part of this manual.

It is the intention of ADC that all furniture and fixtures that are manufactured by ACI shall be purchased from ACI, unless a written waiver is secured from the Director or designee. Furniture including inmate furnishings, office/work areas, millwork, counter and storage, dining and visitation, officer stations, control rooms and cabinets.

1.6.1 FINISH SCHEDULES - Finish schedules for the spaces listed below (that are shared by all prison facilities regardless of level assignment) are located in Appendix VII.

1.6.2 FACILITY ADMINISTRATION / OPERATIONS. The administration and operation functions shall be centrally located within a facility. The Warden=s office should be located to provide a view of the facility yard(s). Inmates should be restricted from this area. Access to the administrative areas shall be through controlled entries. The building may be constructed of masonry, concrete (pre-cast or cast-in-place), prefabricated steel buildings, or other materials that meet code requirements.

1.6.2.1 Area Requirements.

1.6.2.1.1 Office / Work Areas. Administrative areas shall provide space for the following functions:

Warden or Deputy Warden	200 s.f. office
A.D.W.	115 s.f. office
General Administrative Offices	100 s.f. office
Operations Offices	100 s.f. office
Reception and Administrative Support	300 s.f. open space workstation

A stand alone facility will require more offices in the administrative area than a unit administration building. Additional spaces shall be defined by the Department in the RFP.

Inmate record storage facility shall be located outside of the secure perimeter or in a secure portion of the Administration Building. Walls and ceilings, if not constructed of masonry block, shall be reinforced with expanded metal. Rooms shall have security doors, frames and locks.

1.6.2.1.2 Hygiene Areas. The prison provides conveniently located staff facilities that are

appropriately sized to meet the operational needs, including:

- $ Restricted toilets and wash basins not used by inmates
- $ Female staff toilets, shower stalls, benches and 3 tier lockers proportioned according to the projected female staff complement
- $ Male staff toilets/urinals, shower stalls, benches and 3 tier lockers proportioned according to the projected male staff complement

1.6.2.1.3 Support Areas. Additional spaces shall be provided in proportion to the size of the facility and the number of staff and shall include:

Conference Room	400 s.f.
Video / Office	160 s.f.
Copier Room	25 s.f.
Briefing / Training	450 s.f.
Public Lobby	225 s.f.
Reception/Work Area	225 s.f.
Property Area	120 s.f.
Storage	As required

A stand alone facility will require more support space in the administrative area than a unit (complex) administration building.

1.6.2.2 FF&E / Detention Equipment / Special Systems.

1.6.2.2.1 Office / Work Areas. Furniture shall be purchased from ACI and consist of modular furniture systems.

Detention equipment is limited in a Minimum and Medium custody facility. If the facility is stand alone prison, a weapons storage locker shall be provided near the officer station or control room on the exterior of the building. There shall be a minimum of one locker for every ten employees. Administrative offices shall be protected by security barred windows and appropriate fencing. Access doors to staff support areas shall be mechanically/electrically controlled from the central unit control room and openings shall be provided with intercom stations on each side of the doors.

Special systems for the administrative area shall consist of video monitoring equipment and inmate telephone system monitoring station.

1.6.2.2.2 Hygiene Areas. If not furnished at a complex level, the following items shall be provided at a facility administration building:

- $ Female staff toilets, shower stalls, benches and 3 tier lockers proportioned according to the projected female staff complement
- $ Male staff toilets/urinals, shower stalls, benches and 3 tier lockers proportioned according to the projected male staff complement

1.6.2.2.3 Support Areas. The reception area shall be equipped with built-in millwork counter for visitor processing. The counter shall be designed to ADA accessibility requirements.

A metal detector shall be furnished in the lobby area for screening of visitors and staff. The metal detector shall enunciate in the unit control room.

1.6.3 VISITATION

Each facility shall provide space for visitation including contact and non contact areas. Visitation areas shall be designed for maximum visibility including exterior visitation areas. Wall of visiting areas shall be of masonry or concrete and if a part of the facility perimeter shall be reinforced with #4 bars 8" on center both ways and solid grouted. Acoustic quality is very important in the visiting area. Building structures shall be designed to allow AI@ occupancy classification. Doors in this area will be locked.

1.6.3.1 Area Requirements. There is adequately designed space to permit registration, screening and searching of both inmates and visitors. Visitation areas shall be provided for each yard within the unit to eliminate inmate cross over within the visiting area. The visitation area, including the Security Staff Station and two small toilet rooms (staff/visitor and inmate toilet) shall be sized to provide 5 sq. ft. per inmate for each inmate to be housed in that unit.

1.6.3.1.1 Work Areas. General indoor visiting space shall provide at least *four square feet of open space* per inmate. Minimum and Medium custody facilities or units shall have an outdoor visiting area of at least 500 square feet. This outdoor space shall be enclosed with a 12 foot high fence. There shall be at least two rooms (80 square feet minimum) for attorney/client visits that provides a confidential environment.

There shall be a strip search room which has at least 100 s.f. for each visiting room for searching of inmates before they return to the yard.

Dedicated rooms shall be provided for non-contact visitation there shall be two stations for the first 100 inmates and one additional station for each 100 additional inmates. Each station shall be at least 70 square feet.

A visitation area security (counter) staff station shall be provided.

Vending area shall be provided for a minimum of 6 full sized vending machines in each visiting area.

1.6.3.1.2 Hygiene Areas. Restroom facilities shall be placed inside the visiting room in a location that permits continuous observation by security personnel. There shall be male and female restroom with handicap accessible features for visitors and a separate restroom for inmate use. The doors to toilet room shall be key operated by control staff. Visitor restrooms shall possess a changing table for small children.

1.6.3.1.3 Support Areas. Janitor rooms shall be provided in each visiting area and shall be large enough to store cleaning equipment and a small supply of toiletries. Janitor room shall be equipped with a janitor sink and mop holder racks.

1.6.3.2 FF&E / Detention Equipment / Special Systems.

1.6.3.2.1 Visitation Areas. Visitation areas shall be equipped with movable 4 man tables. A work station fabricated of millwork, shall be provided for the officers station.

Non-contact stations shall have communication devices (e.g., phones) or a method that permits the occupants to communicate, without interfering with parties visiting in other non-contact stations. Window frame with secure, passive speaking port built into the frame may be utilized.

Doors and door and window frames in the visiting area shall be constructed of 14 gauge steel. Doors leading to public exits shall be interlocked with another door in a security vestibule.

Visitation areas shall be equipped with a paging system. Cameras may be required to provide complete coverage of all visiting areas.

1.6.3.2.2 Hygiene Areas. Restrooms shall be provided for both male and female visitors and shall be equipped with handicap accessible features. One high-low drinking fountain shall be provided near the restrooms.

1.6.3.2.3 Support Areas. The strip search room shall be equipped with a built-in non-moveable concrete bench.

1.6.4 COUNT AND MOVEMENT / IN-TAKE AND PROCESSING. Count and movement and In-Take and Processing areas shall be located so that the processing of inmates is not visible from the yard. This are shall be accessible from the service yard with bus / van access capability. At minimum, provide a facility sized on the basis of 2 sq. ft. per inmate.

1.6.4.1 Area Requirements.

1.6.4.1.1 Office / Work Areas. The following areas shall be provided:

Five offices	100 sf each
One count & movement room	300 s.f.

1.6.4.1.2 Hygiene Areas. Restrooms shall be provided for both male and female staff and shall be equipped with handicap accessible fixtures. One high-low drinking fountain shall be provided near the restrooms.

1.6.4.1.3 Support Areas. Support areas consist of a 50 sf storage room and a 35 sf janitor room. At a stand alone facility, outside holding areas shall be provided adjacent to the in-processing area. Enclosure shall be of chain link fencing material, fully enclosed. Enclosures shall be protected from direct sunlight with a shade structure. Three holding areas shall be provided for a 1200 bed facility.

1.6.4.2 FF&E / Detention Equipment / Special Systems.

1.6.4.2.1 Office / Work Areas. Furniture shall be modular systems.

If holding areas are provided, the gates shall be equipped with cuffing slots.

Special systems shall include outlet connections and conduit for the A.I.M.S. computer

system.

1.6.5 HEARING. A hearing room and associated support offices shall be developed off of each yard.

1.6.5.1 Area Requirements.

1.6.5.1.1 Office / Work Areas. The following spaces shall be provided per hearing area:

Two private offices	100 sf each
Two open area workstations	80 sf each
One hearing room	240 sf

1.6.5.1.2 Hygiene Areas. One unisex toilet shall be provided for staff and shall be handicap accessible. Inmates shall use an adjacent yard toilet.

1.6.5.1.3 Support Areas. Storage room of approximately 60 sf.

1.6.5.2 FF&E / Detention Equipment / Special Systems.

1.6.5.2.1 Office / Work Areas. FF&E shall be modular furniture. Special systems shall consist of cabling for an A.I.M.S. computer terminal.

1.6.6 LIBRARY. The prison shall have a library situated in a physical location that permits appropriate access and traffic flow and is shared by both yards.

1.6.6.1 Area Requirements.

1.6.6.1.1 Library Areas. General indoor library space shall provide seating and tables for at least 2% of total prison inmates. Library shall be approximately 1800 sf., librarian office shall be 100 sf.

1.6.6.1.2 Hygiene Areas. No toilet facilities shall be provided in the library. Inmates and staff shall utilize adjacent yard facilities.

1.6.6.1.3 Support Areas. Support areas consist of one storage room of approximately100 sf.

1.6.6.2 FF&E / Detention Equipment / Special Systems.

1.6.6.2.1 Library Areas. Fixed millwork shall be provided for library counter with a swing gate to separate counter area from general library. One built-in millwork computer station with outlet shall be provided for every 200 inmates.

1.6.7 CLASSROOM. Classrooms shall be distributed equally on each yard and observable by staff through windows from the yard. Lockable offices shall be enclosed in ceiling height glazing to provide observation of classrooms.

1.6.7.1 Area Requirements.

1.6.7.1.1 Office / Classroom Areas. Classroom area shall be based on 40 sf per inmate with

a maximum of 25 inmates at a ratio of one classroom for 200 inmates. An instructors office of approximately 160 sf shall be provided in each classroom.

1.6.7.1.2 Hygiene Areas. Staff and inmates shall use the adjacent yard toilet.

1.6.7.1.3 Support Areas. Lockable storage cabinets shall be furnished in the classrooms for supplies.

1.6.7.2 FF&E / Detention Equipment / Special Systems. Movable furniture shall be used in classroom. Windows in classroom shall face onto the yard and be protected by bar grills.

1.6.7.2.1 Office / Classroom Areas. Classrooms shall be provided with moveable tables with two chairs each, two chalk boards or dry erase marker boards, two build-in millwork computer stations and modular office furniture. Storage cabinets shall be millwork.

Special systems consist of two jacks for connection of computer workstations.

1.6.8 PROPERTY AND MAIL. Mail and property areas shall be provided on each yard and accessible by inmates from the yard. Mail boxes shall be provided with key locks and a metal roll up door shall protect mailboxes when not in use. Property storage areas shall be enclosed by a chain link fence and be viewable by staff working in mail and property area. Access shall be provided to the service yard.

1.6.8.1 Area Requirements.

1.6.8.1.1 Property Storage / Work Areas. Property room shall be designed to allow 10 cu. ft. storage per inmate. Mailroom shall be designed to approximately 1 sf per inmate.

1.6.8.1.2 Hygiene Areas. Staff and inmates shall use the adjacent yard toilet.

1.6.8.2 FF&E / Detention Equipment / Special Systems.

1.6.8.2.1 Property Storage / Work Areas. Property room shall contain storage shelving to house inmate effects. Mailboxes shall be provided for each inmate and be accessible from the yard with rear stocking capability. Modular furniture shall be used for workstations.

Detention grade doors and locks shall be used on this area.

Cabling shall be provided for the A.I.M.S. computer terminal.

1.6.9 COUNSELING. In a facility where substance abuse treatment programs are provided as a component of the mission of the facility, dedicated spaces shall be provided as listed below. Windows for visible monitoring of the entire room from outside is preferred for staff safety and security. Substance Group Small Group, Substance Abuse One-on-One Counseling and Case Management /Correctional Additions Officer Counseling Offices shall be sound proof so that conversations are not audible in adjacent areas.

1.6.9.1 Area Requirements. The following counseling spaces shall be provided.

Substance Abuse Large Groups (didactic) 16-40 students, 15 sf/student

Substance Abuse Small Groups (therapeutic)	6-16 students, 15 sf/student
Substance Abuse One-on-One Counseling	80 sf
Case Management/Correctional Addictions Officer Counseling Offices	100 sf

1.6.9.2 FF&E / Detention Equipment / Special Systems.

1.6.9.2.1 Substance Abuse Large Groups (didactic) Shall be equipped with seated theater style tables and chairs in rows or individual student desks. One wall shall contain a white board.

1.6.9.2.2 Substance Abuse Small Groups (therapeutic) Shall be equipped with movable chairs, and a portable or permanently mounted white board.

1.6.9.2.3 Substance Abuse One-on-one Counseling Room Shall contain two chairs.

1.6.9.2.4 Case Management/Correctional Addictions Officer Counseling Offices Shall contain a desk, desk chair and two side chairs.

1.6.10 RECREATION. Outdoor recreation and exercise areas for general population inmates are provided in sufficient number to ensure that each inmate is offered at least one hour of access daily.

1.6.10.1 Area requirements.

1.6.10.1.1 Recreation Areas. Covered/enclosed multi-purpose areas with 18 foot ceilings must be available for use in inclement weather, if the prison is to be located in a geographic region that is above 5000 feet in elevation. Covered/enclosed exercise areas can be designed for multiple uses as long as the design and furnishings do not interfere with scheduled exercise activities. The minimum space requirements for covered/enclosed exercise areas are as follows:

- For each 600 inmates or fraction thereof, provide one softball field, with granite surface with running track, basketball court, PAR course and one volleyball court that is segregated and fenced from other general population inmates.

- 10 square feet per inmate for the maximum number of inmate expected to use the space at one time, but not less than 1,500 square feet of unencumbered space. (Special Program Units shall have no less than 75 square feet per inmate while in use by segments of the population)

- The minimum space requirements for outdoor exercise areas are as follows:
  10 square feet per inmate for the maximum number of inmates expected to use the space at one time, but not less than 1,500 square feet of unencumbered space.

1.6.10.1.2 Hygiene Areas. Recreation areas are supported by open air yard urinals at a ratio of one per 600 inmates.

1.6.10.1.3 Support Areas. The prison shall have a recreation office and secure storage area of at least 200 square feet.

1.6.10.2 FF&E / Detention Equipment / Special Systems.

1.6.10.2.1 Recreation Areas. The institution (each recreation/field area) shall have a PAR Course per Department specifications (See Part 7, Appendix IV). Included in the recreation area shall be two sealed concrete basketball half courts for every 600 inmates (This may be located under the covered/enclosed multipurpose structure) with markings for basketball.

Special systems include CCTV cameras mounted on yard control building to monitor recreation areas, and site paging system with speakers mounted on area light poles or buildings.

1.6.10.2.2 Hygiene Areas. Urinal partitions shall be provided by ACI and be of a cantilevered design.

1.6.10.2.3 Support Areas. Office shall be equipped with modular office furniture. Equipment storage shall be an enclosed, lockable chain link enclosure.

1.6.11 MEDICAL / DISPENSARY.

1.6.11.1 Area Requirements.

1.6.11.1.1 Office / Work Areas. The square footage for the medical facility shall be sized appropriately consistent with the activities of the unit and availability of out-source services. Within that area, the following spaces shall include:

Inmate holding cells (interior and exterior)	Exam rooms	Telemedia Exam Room
Secure Medication Storage	Emergency Treatment Room	Library (Medical)
Pharmacy	Nurse Station	Blood Lab
Medical Records	Medical Record Storage	Staff Offices
	Medication Room	Staff Toilet/Locker rooms
	Clean/Soiled Linen	Conference room
		Staff Breakroom

In stand alone facilities, the medical facilities may include medical ward beds, single bed medical rooms and isolation rooms.

Nurses Line Areas shall be provided in all facilities or units. Refer to 1.6.21 – Nurses Line Area.

1.6.11.1.2 Hygiene Areas. Separate toilet facilities will be designed for inmates and staff. The ratio of handicap accessible toilets shall be governed by ADA Standards.

1.6.11.1.3 Support Areas. Medical shall contain storage for records, offices and break room for staff, laundry facilities for linens, holding cells for inmates, and secure medication storage.

1.6.11.2 FF&E / Detention Equipment / Special Systems.

1.6.11.2.1 Office / Work Areas. Institutions with temporary medical storage areas, shall

locate such facilities outside of the secure perimeter or in a secure portion of the Administration Building. Rooms shall have security doors, frames and locks. All sinks shall have plaster traps. A dispensary may be located within the secure perimeter for the purpose of dispensing of medication. The dispensary shall have:

X A secure pass through for the distribution of medical supplies to staff and inmates
X A speaking device/port
X Security doors, frames and locks

Nurse Station shall have the following detention grade components:

1.1 Security doors, frames and locks

Special systems for the medical shall include:

1.2 Security Control systems including door controls (from waiting area to internal corridors), intercom, and camera systems.
1.3 Fire alarm monitoring equipment.
1.4 Phone system
1.5 Radio System
1.6 Dedicated telecommunication cables for Telemedia communications
1.7 Nurse call system

1.6.11.2.2 Support Areas. Staff offices and support areas shall be separated from inmate occupied areas by secure corridors.

1.6.12 LAUNDRY. The laundry shall be capable of cleaning clothing and bedding for the facility on a defined schedule. Clothing requirements will vary for different climatic regions within the state. ADC will provide clothing requirements. A central laundry shall include a work area, clothing storage, an office with a staff toilet, inmate toilet, janitors room with a mop sink and secure storage for chemicals.

1.6.12.1 Area Requirements.

1.6.12.1.1 Office / Work Areas. The size of the laundry shall be determined by the amount of material to be processed in a 24 hour period. The formula is the weight (pounds) of clothing/day x number of cycles/week. The laundry shall contain a secure office from which the entire laundry can be viewed. Laundry shall contain a separate, secure mechanical room to house water heaters and heat reclamation system (if included).

1.6.12.1.2 Hygiene Areas. Staff and inmates toilets shall be provided.

1.6.12.2 FF&E / Detention Equipment / Special Systems.

1.6.12.2.1 Office / Work Areas. There shall be a secure corridor behind the washing machines (constructed of chain link fencing) that contains the plumbing and soap/bleach dispensing system.

1.6.13 DENTAL SERVICES

1.6.13.1 Area Requirements. Dental operatories shall be designed with a minimum of 2 chairs or be provided as an out-sourced service.

1.6.13.1.1 Office / Work Areas. Dental areas shall be designed within the medical unit for the facility. Required areas are: operatories, lab, offices, x-ray, panorex, secure medication storage and equipment storage.

1.6.13.1.2 Hygiene Areas. A separate staff toilet shall be provided adjacent to the dental lab.

1.6.13.2 FF&E / Detention Equipment / Special Systems. Emergency shut-off systems shall be provided for all dental equipment.

1.6.13.2.1 Office / Work Areas. Dental lab shall be furnished with built-in millwork counters and cabinets. All equipment for lab, x-ray and operatories shall be provided by ADC. All sinks to be provided with plaster traps.

1.6.13.2.2 Support Areas. Secure medication storage shall consist of masonry block wall construction with steel security door, frame and lock.

1.6.14 WAREHOUSE

1.6.14.1 Area Requirements. Warehouse shall be located outside the perimeter security fence to allow for deliveries of food and supplies in a non-secure environment. Delivery trucks shall be routed so that they do NOT pass through a vehicle sallyport. At minimum, provide a facility sized on the basis of 8-9 sq. ft. per inmate.

1.6.14.1.1 Office / Work Areas. Warehouse storage area shall be determined by a ratio of 8 sf/inmate. Office areas shall be provided for staff with full view of warehouse and loading dock.

1.6.14.1.2 Hygiene Areas. Separate toilet facilities shall be provided for staff and inmates and be located adjacent to and visible from the warehouse office.

1.6.14.1.3 Support Areas. Warehouse to contain facility telephone room for the routing of lines into the facility.

1.6.14.2 FF&E / Detention Equipment / Special Systems. Door to the warehouse shall be monitored by a security control system from Central Control.

1.6.14.2.1 Office / Work Areas. Storage rack system shall be provided for the storage of bulk materials. Walk-in freezer and cooler shall be required for food storage.

1.6.15 MAINTENANCE. Maintenance shall be located outside the facility perimeter in the general area of the Warehouse. A separate storage area for combustible and/or high pressure gases must be provided. The facility shall be capable of providing maintenance for most of the equipment and building systems.

1.6.15.1 Area Requirements.

1.6.15.1.1 Office / Work Areas. Maintenance area shall include a staff office (200 sf) with a staff toilet, secure tool storage, inmate toilet, general storage space and work areas. The size of maintenance shall be determined by the size (number of inmates) of the facility and shall be calculated on 9 sf/inmate. Separate areas shall consist of:

Staff Offices	Welding	HVAC
Locksmith	Tool Crib	Secure Storage
Carpentry shop	Plumbing	Indoor and Outdoor General Storage
Paint Storage	Electrical	Outdoor Work Area
Conference Room	Electronic	Technician Area

1.6.15.1.2 Hygiene Areas. Separate toilet shall be provided for inmates and staff.

1.6.15.2 FF&E / Detention Equipment / Special Systems.

1.6.15.2.1 Office / Work Areas. Local area network cabling system shall be provided.

1.6.16 VEHICLE MAINTENANCE. Vehicle maintenance is one of the services that are often contracted out. If the facility size or location warrants a vehicle maintenance facility, the number of vehicle repair bays will be determined by ADC on a project by project basis. At minimum, provide a facility sized on the basis of 3 sq. ft per inmate.

1.6.16.1 Area requirements.

1.6.16.1.1 Office / Work Areas. The main vehicle maintenance building, if required, shall contain the appropriate number of vehicle maintenance bays, supply and secure storage, tool room, auto technician office and exterior lube and wash bays.

1.6.16.1.2 Hygiene Areas. Separate toilet facilities shall be provided for staff and inmates.

1.6.16.1.3 Support Areas. Vehicle maintenance shall also contain the facility fire safety staff. That area shall consist of fire truck(s) storage, transportation office, fire safety office and break room for the fire crew.

1.6.16.2 Equipment and Accessories. Standard equipment for vehicle maintenance shall consist of:

Compressed Air (tanks and racks)	One vehicle lift per bay
Drill Press	One work bench per bay
Balancer	Tire Changer
Alignment Machine	Brake Lathe

1.6.16.2.1 Office / Work Areas. Breakroom shall contain built-in millwork.

1.6.16.2.2 Hygiene Areas. In addition to separate toilet facilities for staff and inmates, a first aid eye wash area shall be included in the general vehicle maintenance area.

1.6.16.2.3 Support Areas. Fire safety shall contain auxiliary equipment to support the individual type of vehicles to be stored (rescue, ladder truck, hose truck, etc.).

1.6.17 PHARMACY. A regional or centralized pharmacy is acceptable to provide deliveries to a facility. Any pharmacy must meet all state regulatory standards. If a pharmacy is to be on-site within the facility and is to be located in the facility administration building to allow unit control room monitoring of deliveries and secure access by staff only. The Pharmacy shall be located outside the perimeter security fence.

1.6.17.1 Area Requirements. Pharmacy square footage is 220 sf minimum per State law. If out-sourced, secure on site storage must be provided that meets ADC and State Pharmacy Board requirements.

1.6.17.1.1 Office / Work Areas. The pharmacy shall consist of the following spaces: large workroom and pharmacists office.

1.6.17.1.2 Hygiene Areas. Staff shall use the toilet facilities provided by the facility administration building in which it is housed.

1.6.17.2 FF&E / Detention Equipment / Special Systems.

1.6.17.2.1 Office / Work Areas. Pharmacy shall contain built-in mill work counters and storage. Pharmacy shall have security door, frame and lock.

1.6.18 HAIR CARE. This area shall include one chair/600 inmates, counter space with lockable storage cabinets and sink. This area shall be located in the facility support building and be accessible from the inmate yard.

1.6.18.1 Area Requirements.

1.6.18.1.1 Office / Work Areas. The square footage for this space is 100 sf.

1.6.18.2 FF&E / Detention Equipment / Special Systems.

1.6.18.2.1 Office / Work Areas. This area shall have build-in millwork counter and storage cabinets.

1.6.19 DETENTION. To the extent feasible, considering staff safety and security requirements, the environment in Detention Housing shall approximate those of the general population. Detention cells enable staff to safely observe and communicate with inmates. A dry cell may be included and used to securely observe an inmate who is suspected of having secreted narcotics or foreign items within their body.

1.6.19.1 Area Requirements. Cells shall be 80 sf, single occupancy. Detention housing units have an area outside the room or cell for indoor exercise; this area has minimum of 200 square feet of floor space and at least 35 square feet of floor space for each inmate who is exercising at any one time.

1.6.19.1.1 Pod Area. 4% of facility population determines the number of detention cells. Pods shall be limited to a maximum of 25 beds.

1.6.19.1.2 Hygiene Areas. Each cell shall contain a stainless steel lavatory/toilet combination unit.

1.6.19.1.3 Security and Control Areas. Each detention area shall contain an enclosed, secure control room, positioned to allow direct vision into each pod=s living and hygiene area.

The control room shall not be excessive in size, reducing the requirement to move from position to position to observe inmate areas.

Each control room shall have an adjacent toilet room which can be used by control staff without leaving the control room.

Control rooms are limited to Close and Maximum level facilities and can be accessed from inmate occupied areas and require only a single security door. No secure vestibule will be required. Each control room shall be equipped with an escape ladder to the roof of the building, and be equipped with a means of securing the hatch from the roof side of the hatch.

1.6.19.1.4 Recreation Areas. One secure, enclosed recreation yard shall be constructed adjacent to the administrative segregation building for the use of the maximum 25 bed pod.

1.6.19.2 FF&E / Detention Equipment / Special Systems.

1.6.19.2.1 Pod Area. Each cell shall be equipped with a pneumatic or electro-mechanical locking sliding steel door with locking cuffing slot and viewing panel. Each door will be controlled from the control room. Natural lighting shall be provided by one 8" x 48" barred steel window slot.

1.6.19.2.2 Hygiene Areas. Each cell shall contain a stainless steel lavatory/toilet combination unit with flushing override located in the master control room. Showers door shall be remotely unlocked and remote controlled water shut-offs shall be provided.

1.6.19.2.3 Security and Control Areas. Control room shall contain built-in millwork and computer equipment cabinet. Windows shall be steel, bar construction. Doors and frames shall be security steel construction with security locks.

1.6.20 KITCHEN. The kitchen shall be capable of providing meals for inmates in accordance with ADC=s 6-Week Cycle Standard Menu.

1.6.20.1 Area Requirements. Kitchen square footage calculation is 15sf/inmate.

1.6.20.1.1 Office / Work Areas. The areas comprising the kitchen shall consist of:

Dish wash	Secure Storage	Pot Wash
Clean Dish	Dry Food Storage	Kitchen Office
Cooking Kitchen	Receiving dock	Toilet Facilities
Cart Wash	Trash Room	Freezer
Serving Line(s)	Chemical Storage	Coolers

Facility kitchens are generally designed at 15sf/inmate. Serving or thermalization kitchens utilized in the units of a complex with a central food factory kitchen will not have all of the equipment as spaces listed above.

1.6.20.1.2 Hygiene Areas. Separate toilet facilities shall be provided for staff and inmates.

1.6.20.2 FF&E / Detention Equipment / Special Systems.

1.6.20.2.1 Office / Work Areas. The kitchen areas will contain equipment necessary to support the current State of Arizona Correctional Department=s prison menu.

1.6.21 Nurses Line Area. Each facility or unit that has an inmate population of 800 or fraction there of shall incorporate the Nurse Line Area which provides a medical assessment of inmate health. This area's responsibilities within the nursing protocol will cleanse wounds, provide medications, perform various testing, handle emergencies on the yard, provide temporary care of wounds and broken bones on the yard, administer insulin injections and testing of inmate
conditions, assess the inmate status and refer to providers as needed. Female inmates require three to four times the amount of service calls as male inmates.

1.6.21.1 Area Requirements – A typical breakdown of room requirements for each Nurse

Line Area is as follows:

3 - Exam Rooms with Delvic Chairs and sink / counter at 120 sq. ft. each		360
1 - Nurse Supervisor Office 120 sq, ft,	120	
1 - Waiting Room / Security Entry – 6 Chairs 160sq. ft.		160
2 – Nurse Assessment Areas at 60 sq. ft. each	120	
1 – Lab Room 10' x 14' 140sq, ft,		140
1 – Process / Records Room at 100 sq. ft.		100
1 - Storage Room at 200 sq. ft.		200
1 – Medical Records Room at 150 sq, ft,		150
Toilet – Staff / Inmate (testing) 2 at 60 sq. ft.	120	
2 – Mental Health Treatment 2 at 120 sq, ft,	240	
		1,710
Circulation – 30% of sub-total	513	
Total Sq. Ft.:		**2,223**

1.6.21.2 – Hygiene Area – Staff and inmates use separate toilets and inmates use for test samples.

1.6.21.3 – F & E / Detention Equipment / Systems Type built in counter with sinks in Exam, Lab and Nurse Assessment Provide for storage of Hazardous materials.

1.6.22 – MEDICAL DISPENSARY/MENTAL HEALTH/NURSE LINE The requirements of this separate building are to be used where a "Major Addition" of inmate housing is to be contracted as the space requirements will provide for all inmate health needs, exclusive of Pharmacy requirements for the Unit it will support. Provide at a minimum a facility sized on the basis of 9 sq. ft. per inmate. This facility is to be located within the perimeter fence of the Unit it serves and is to serve only that population. It should be located to allow for ambulance access.

Provide the following functional spaces:

Waiting entry area and security desk
Dental Operator – Double
Dental Equipment Room
Dental Lab
Dental Office
Nurse Office
Secretary Office
Administration (FHA) Office
Conference Room
Janitor Closet
Mechanical Room
Electrical Room
Mental Health Offices – Two
X-Ray Room
Doctor Exam Rooms – Three
Emergency Room
Nurse Station
Records
Medical Stores
Staff Toilet – One each Male/Female
Blood Lab

Inmate Toilet
Clean Linen
Soiled Linen
Central Medical Supply

Based on a minimum number of inmates of 800, the building size could accommodate the above functions.

Following requirements outlined in this paragraph will negate the space requirements outlined in Paragraph 1.6.11 – Medical/Dispensary, 1.6.13 – Dental Services and 1.6.21 – Nurses Line Area and 6.6 – Complex Medical.

Part 2 - Security Minimum Custody Facility Requirements

PART 2 - SECURITY LEVEL MINIMUM CUSTODY FACILITY REQUIREMENTS

2.1 GENERAL FACILITY REQUIREMENTS

2.1.1 FACILITY DESCRIPTION. A Minimum Custody facility or unit is constructed to house inmates classified as minimum risk to the public. These inmates present a low level of risk to the public community should escape occur from custody. The facility should be capable of restricting inmate movement within the facility. A Minimum Custody facility or unit could be a part of a larger complex of prison units and as such will be referred to as a Minimum Custody unit. Support functions vary if the prison is stand alone or part of a larger complex.

2.1.2 FACILITIES SUPPORT SERVICES (COMPLEX LEVEL). If a Minimum Custody facility is constructed as a part of a larger complex, it can be expected that the unit will be supported by complex wide functions. Warehousing, maintenance, medical services, pharmacy, vehicle maintenance and complex administration are but a few of the centralized functions. Perimeter patrol and monitoring of critical systems such as water supply, wastewater systems and emergency power generation, will be provided at a complex level.

2.1.3 FACILITIES SUPPORT SERVICES (STAND ALONE FACILITIES). If a prison is stand-alone, the support functions will become a part of the facility, and must be designed and constructed in accordance with the provisions of these standards. Some services may be furnished from other ADC facilities, and if so, the facility shall take into account those reduced service requirements.

2.1.4 FACILITY SIZE REQUIREMENTS. The maximum inmate population of a Minimum Custody facility (or unit if a part of a complex) is 1200 beds. Physical separation of inmate populations within a unit may be required depending on such circumstances as facility design, staffing patterns, and operational plan and at the minimum, a 1200 bed unit is to be designed to divide the recreation area into two 600 inmate yards. The primary determining objective shall be the need for sound correctional practice which ensures the safety of staff and inmates as well as effective security. Support and program functions should be designed to minimize inmate movement from yard to yard, and will require some duplication of functions. ADC developed RFPs and Project Descriptions may further define facility services and size requirements.

2.1.5 PHYSICAL SECURITY. The facility shall be designed to withstand abuse, wear and tear, and require relatively low maintenance. Physical security shall be installed as listed in sub-sections below.

2.1.5.1 Perimeter Security. The facilities perimeter security is made up of integrated systems and will provide a relatively good barrier against escape. The institution=s perimeter system is designed such that inmates remain within the perimeter and that access by the general public is precluded except with proper authorization. A four strand barb wire barrier fence shall serve as a delineation of prison property. The barb wire fence shall have signage every 100 feet that indicates ANo Trespassing@. The perimeter security fence shall be located a minimum of 300 feet from the prison property line.

2.1.5.2 Fencing. The perimeter fencing shall comply with Appendix III, Figure 1. A Minimum Custody facility shall have at least a single fence which serves as a physical containment barrier. The fence height shall be 14 feet from the ground to the top of the fence. The perimeter shall be enclosed with a 14 foot high looped top fence with 6 feet of 1/4" security mesh on the inside of the upper portion of the looped top. If the perimeter fence contacts a building, a 30" dia. section of razor ribbon shall be installed vertically at the intersection, on the yard side of the fence. The fence shall have a concrete anti-dig barrier footing 6" wide by 24" deep. The bottom of the fence shall be secured by a (1-1/2" minimum) bottom rail

secured to the concrete base by an anchor bolt or method approved by the Department.

Fence Fabric shall be secured to all posts and rails with Galvanized Tension Bands spaced 2ft. 6 inches on center along the post and horizontal rails. Tension Bands shall be secured with ¼ inch bolts and nuts and the blot shall be burned or tacked to preclude removal of the fastener. This applies to all fences and gates.

A single continuous row of 30" stainless steel Razor ribbon shall be installed at the top of the fence. Razor ribbon shall be secured in place by tying to the top tension wire and to an additional tension wire supported above the fence by 2' long extension posts in the vehicle sallyport only.

2.1.5.3 Detection Systems. An Electronic Detection system is required for all Custody levels..

2.1.5.4 Perimeter and Area Lighting. Lighting on the perimeter shall be sufficient to visually detect movement. Lighting on the vehicle gate and adjacent pedestrian gate shall be at least 5 foot-candles and 2-foot candles on the pedestrian gate and entry to the Administration Building maintained, as documented by an independent, qualified source. Foot-candles listed are minimum maintained. Light poles shall be kept a minimum of 10 feet clear from the inner-most portion of the perimeter fence.

Minimum Custody facilities shall have a perimeter lighting zone with a one foot candle level. Perimeter zone shall be defined as the area 40' inside the fence to 20' outside the fence. Area lighting is defined as the remainder of the area within the facility from the 40 foot perimeter zone inside dimension and shall be maintained at 0.5 foot candle.

2.1.5.5 CCTV Systems. Closed Circuit Surveillance Cameras shall be positioned to monitor an area of the yard that is not directly visible from the office station in the Administration Building. These cameras shall be monitored from the Facility Control Room. Recording is optional for interior cameras

2.1.5.6 Sand Trap. Outside and adjacent to the perimeter fence, a sand trap shall be constructed and maintained to provide an indication of escape path or fence tampering from outside sources. The trap shall be 15 feet in width and sloped to provide drainage without erosion of sand material.

2.1.5.7 Perimeter Road. A paved perimeter road shall be constructed around the entire facility. The road surface shall be 12 feet wide and have shoulder widths of 6 feet. Turn around shall be provided at each turn in the road and at intervals of 400 yards.

2.1.5.8 Sallyports. Sallyports for vehicles and or pedestrians are not required in a Minimum Custody facility.

2.1.5.9 Pedestrian Entry Gate. There shall be a single point of controlled entry into a Minimum Custody facility or unit. The pedestrian entry gate shall be equipped with a remotely controlled lock on a swing gate. These gates shall be controlled from the facility or unit control room.

2.1.5.10 Vehicle Gate. There shall be one vehicle and pedestrian access on the Perimeter Security Fence per facility. Vehicle gates shall be 14' wide and 14' clear in height and shall be electrically operated from the Main Officer Station and both gates shall be monitored by a TV camera with a Remote Recording monitored from the Administration Building Officer Station.

Provide an Intercom box at both the vehicle gate and the pedestrian gate to the Administration Building Officer Control Room.

2.1.5.11 Interior Security. A combination of systems can be utilized to create and secure functions within the perimeter of the facility. The following is the minimum requirements for systems to be utilized.

2.1.5.12 Fencing. Interior fencing shall be provided to define the limits of the inmate yards and provide separation of inmate activity areas. There shall be an interior fence connecting the fronts of all buildings surrounding the yard to provide a complete barrier and define a Ano-man's@ zone behind the buildings. Interior fencing for Minimum Custody yards shall be a straight vertical 10' high fence with No-climb (1/4" hardware cloth) installed for a distance of 6' on the inside of the interior fence. Where an interior fence contacts the perimeter fence, install one section of 30" razor ribbon vertically in each corner of the fence intersection, and on the yard side where fences contact buildings.

Outdoor visitation space shall be enclosed with an 8 foot high (minimum) fence and shall meet all the above requirements for interior fences.

2.1.5.13 Closed Circuit Surveillance Cameras shall be positioned to monitor all areas of the yard that is not directly visible from the Officer Station in the Administration Building. These cameras shall be monitored from the Facility Control. Recording is optional for interior cameras.

2.2 BUILDING REQUIREMENTS

2.2.1 HOUSING. Minimum Custody inmates shall be housed in dormitory style "R" occupancy buildings in Pods of 100 inmates maximum. Optimal number of beds per pod/housing unit will be based on sound correctional practice which ensures the safety of staff and inmates as well as effective security. The housing unit shall have an officer station for direct supervision centrally located, capable of observing no more than 2 pods of 100 inmates. Pods in dormitories shall be divided from other adjacent Pods by aisles that are 6 feet minimum width. Buildings shall be constructed to meet AR@ occupancy requirements. Exit and entry doors shall be lockable with alarmed emergency egress.

2.2.1.1 Pod Area. Housing unit pods shall be developed to house up to 100 inmates maximum and up to 2 pods in one area visible from the officer station. Each inmate shall be provided with an individual living space with a gross area of 40 S.F. A diagram of the approved living unit can be found in Appendix IV, Figure 1. In addition to the individual living space, an area shall be provided

for code required circulation and access to toilet and shower areas. No aisles shall be less than 48" in width.

2.2.1.2 Hygiene Areas. Accessible from each pod shall be a hygiene area(s) equipped with toilets, shower, lavatories, and urinals (male facilities). Toilets and showers shall be provide at a ratio of 1 per 8 inmates. Lavatories shall be provided at a ratio of 1 per 12 inmates. Each hygiene area shall be equipped with at least two ADA compliant accessible toilets, lavatories and showers. In pods with 100 inmates showers and toilets may be limited to 12 each and lavatories may be limited to 8. Urinals may replace 1/3 of the required toilets. At least one of the urinals shall be installed in compliance with ADA accessible standards.

A space within the shower and toilet area shall be provided and equipped with a mop sink and mop rack. A faucet with tempered hot and cold water shall be provided for filling of buckets.

2.2.1.3 Support Areas. Within each housing building, support area for property, equipment and cleaning supplies storage shall be provided. Storage shall be provided based on the number of inmates housed and shall be calculated at 8 cu. ft. per inmate. Ceilings in support areas shall be limited to 10 feet in height.

2.2.1.4 Program Areas. Each housing building shall have area(s) dedicated for multi-purpose program functions. Space shall be provided based on 4 s.f. per inmate with a minimum room size of 250 s.f.. Multi-purpose areas shall be observable from the housing control room. Program area shall be separated from living area to provide acoustical separation.

2.2.1.5 Officer Security and Control Station. Each housing building shall be equipped with an officer station, positioned to allow direct vision into each pod's living and hygiene area, and program area(s). The officer station shall not be excessive in size, Approximately 12 ft x 12 ft with one opening into it and counter space with lockable drawers and storage compartments. Designed counters at 42 inch height with walls 48 inches high. This allows full vision of all inmate living areas, and other support and hygiene areas.

Each officer station shall have an adjacent toilet room which can be used by other staff.

The officer station in Minimum Custody housing can be accessed from inmate occupied areas and is not an enclosed space.

2.2.1.6 Recreation Areas. No dedicated indoor recreation area is required within the Minimum Custody housing units if built at an altitude less than 5000 ft above sea level.

2.2.2 FF&E / Detention Equipment / Special Systems.

2.2.2.1 Pod Area. Individual inmate living areas furniture shall be manufactured by ACI in accordance with diagrams shown in Appendix IV, Figure 1. At least two living spaces in each 100 bed pod shall be designed to provide ADA required accessibility. An additional 6" shall be provided between the bed and the wardrobe unit to provide a 36" clearance.

Each pod shall be equipped with a gas drop port near the entry to the shower area. The port is utilized by officers on the roof. The port shall extend from 6" above the roof to the ceiling of the dayroom. No other detention equipment is required in the pod areas.

Each pod shall be equipped with a one way paging system. An intercom station located near the pod entry doors, on both sides of the door, shall be installed so inmates and staff can communicate with control officers.

Each pod shall be equipped with remote lighting control, controlled from the electrical closet immediately adjacent to this living area. The toilet area and dayroom space shall be controlled by different switches. Breaker shall not be utilized for switching.

Each inmate living space shall be equipped with a single duplex power outlet and an MATV outlet, complete with cable system.

The facility shall have installed a "collect only" telephone system, with a mechanism to monitor and record conversations. There shall be a minimum of one phone for every 15 inmates located in a position where staff can observe phones used by inmates. Additionally there shall be sufficient jacks installed in cell blocks located strategically for use by inmates who will not have access during recreation periods.

2.2.2.2 Hygiene Areas. Each toilet area shall be equipped with a concrete block 48" high. Each compartment shall be equipped with a toilet paper holder. Accessible toilet stall shall be equipped with grab bars. Supply catalog cuts to owners Authorized Project Representative for approval.

Hang-proof robe hooks shall be provided at each shower stall or in the drying area adjacent to showers. Robe hooks shall be furnished between each lavatory. Mirrors shall be furnished at each sink.

Shower stalls shall be equipped with shower curtains with ceiling mounted tracks, mesh top section down to 60" above the floor, and opaque curtain down to 18" above the floor. ADA accessible showers shall be equipped with grab bars and folding seat. Wheel-in accessible showers 30" x 60" will not require a seat. Accessible showers shall be equipped with a removable, flexible and hand held shower hose and head. Access panels in shower areas are stainless steel. Shower floor must not hold water, the floor is to slope to drain.

2.2.2.3 Support Areas. Storage rooms shall be equipped with high security grade commercial locks and at a minimum a solid wood door. A 5"x24" view panel shall be provided in the door to allow observation of the room by security staff.

2.2.2.4 Program Areas. Multi-purpose program areas shall be equipped with paging system, MATV system cable and adequate electrical outlets.

2.2.2.5 Officer Station. Adequate working surface space shall be provided to accommodate two officers, phone system, radios and writing materials.

Officer station shall be equipped with radio, phone or site intercom systems to allow communication with facility or unit control. Installation of a 1-1/2" conduit with weather head through the roof above

the officer station will be required for radio antenna.

2.2.3 FACILITY / UNIT CONTROL. Unit or Facility Control is responsible for monitoring activities of the facility (standalone) or unit (complex). In a standalone facility, this control position will also be responsible for monitoring all perimeter activities and systems. Main control rooms shall be constructed to provide view of all areas controlled. Wall shall be solid grouted and reinforced with #4 bars and 8" on center both ways. Security frames shall be 12 Ga. Steel with 12 Ga. Face sheets.

2.2.3.1 Area Requirements.

2.2.3.1.1 Work Areas. Unit or Facility control rooms shall be designed to allow for three staff working at one time. All support functions shall be accessible without leaving the control room. Approximate area for a central control room shall be 225 s.f.

2.2.3.1.2 Hygiene Areas. The Main control room officers shall be provided with access to a wash basin and toilet. A procedure shall be established to accommodate staff use of restroom facilities, if there are no facilities directly accessible to the control center.

2.2.3.1.3 Support Areas. In a Stand Alone Minimum Custody security facility a secure room shall be provided for the storage and distribution of DART equipment. The room or areas shall have controlled access and be observable from Main central control.

Access to a control room shall be through a secure vestibule. The vestibule may serve as controlled access to other facility areas as well as the control room.

2.2.3.2 FF&E / Detention Equipment / Special Systems.

2.2.3.2.1 Work Areas. The Officer Station shall be equipped with built-in millwork to accommodate control equipment and provide adequate writing surfaces for all staff working the control room and storage of miscellaneous control equipment such as radios, chargers, phones, facility computers and procedure manuals. Space should be provided for incorporation of an under counter refrigerator, filing cabinet and a coffee maker.

Special systems for the Officer Station shall include:

- $ Security Control systems including door controls, intercom, camera and inmate tracking systems.
- $ Fire alarm monitoring equipment.
- $ Phone system
- $ Radio System

2.2.3.2.2 Support Areas. In a Stand alone Security Minimum Custody facility, the DART equipment storage area shall be equipped with electronic monitoring and control of access doors. No other special equipment is required.

2.2.4 YARD CONTROL Each facility or unit shall have a centralized control and observation post, located in approximately the center of the facility, which affords observation of all yard areas. The room is to be located to view both inmate recreation areas and all housing entry doors.

2.2.4.1 Area Requirements.

2.2.4.1.1 Control Areas. The observation posts shall be a minimum of 250 s.f.

2.2.4.1.2 Hygiene Areas. A unisex toilet facility shall be provided in this observation room.

2.2.4.1.3 Support Areas. An enclosed room with locking door shall be provided for enclosure of control equipment.

2.2.4.2 FF&E / Detention Equipment / Special Systems.

2.2.4.2.1 Control Areas. Built-in millwork shall be provided for installation of control panels and observation of CCTV Monitors and gate controls.

Detention equipment shall include a pass drawer to each yard and speaking devices to each yard.

Special systems shall include door controls, intercom, CCTV, and radio systems.

2.2.4.2.2 Support Areas. Equipment enclosure room shall house the electronic components for all the special systems.

2.2.5 COMMISSARY The commissary will provide inmates access to goods and supplies. The commissary shall be placed on each yard and roll up doors shall be observable by yard control. Commissary shall have a roll up delivery door to the service yard.

2.2.5.1 Area Requirements.

2.2.5.1.1 Commissary Areas. There shall be a minimum of 700 square feet~~)~~ per 600 inmates.

2.2.5.1.2 Hygiene Areas. Staff and inmates shall use the adjacent yard toilet.

2.2.5.2 FF&E / Detention Equipment / Special Systems.

2.2.5.2.1 Commissary Areas. A Built-in millwork counter in commissary area for assembly of inmate orders, free standing work table and workstation furniture. Refrigerators and freezers as required.
Detention equipment shall consist of a security roll up door and pass counter. Rooms shall be equipped with 12 gage security doors and frame and detention hardware.

Doors shall be monitored remotely from yard control and unit control.

2.2.6 WORK BASED EDUCATION. In institutions offering work based educational training programs, classrooms are designed as multi-purpose rooms to offer academic and/or specific training programs, as well as use by various religious groups. 10' wide by 14' high roll up doors shall be included in design for the movement of raw and finished materials. Work based education areas shall be adjacent to the service yard with roll-up doors opening onto service yard. Clearances within the building shall be maintained at 14 ft. Lighting levels in the work based education training areas shall be maintained at 50 ft. candles.

2.2.6.1 Area Requirements. Work based education areas are designed with 12 sf/inmate, and ACI industry areas are designed with 25 sf/inmate. Classrooms shall contain a maximum of 25 inmates at 40 sf/inmate.

2.2.6.1.1 Office / Work Areas. Staff offices shall be provided with a clear, unobstructed view of work shops and shall have 50 ft. candle maintained level of illumination.

2.2.6.1.2 Hygiene Areas. Separate toilet facilities shall be provided for staff and inmates.

2.2.6.1.3 Support Areas. Storage areas of 300 sq.ft. Minimum shall be provided for materials and tools for each 10,000 sq. ft. of work based education space. Secure storage shall be provided, if necessary.

2.2.6.2 FF&E / Detention Equipment / Special Systems.

2.2.6.2.1 Office / Work Areas. Furniture requirements shall be required by the program provided. Windows to classroom offices or work based educational areas that face onto the yard shall be protected by bar grills.

2.2.6.2.2 Hygiene Areas. Toilets for use by inmates and staff shall be provided in each work based educational areas or in a common area to support classroom activities.

2.2.7 DINING Dining shall be provided either in a dining area or in housing unit dayrooms. If inmates receive food directly from a kitchen serving line, a blind serving port shall be utilized. Inmates movement in the serving line shall be controlled by railing to reduce the problem of inmates returning for additional servings. Dining halls shall be designed to serve a maximum of 600 inmates based on serving requirements set forth in **2.2.7.1.1.**

2.2.7.1 Area Requirements.

2.2.7.1.1 Dining Areas. Dining areas shall be sized to complete feeding of all meals in one and one half hours with a maximum of four turns, and 20 minutes per inmate. Square footage requirement shall be calculated at 15sf/inmate in the seating area.

2.2.7.1.2 Hygiene Areas. Staff and inmates shall use the adjacent yard toilet.

2.2.7.2 FF&E / Detention Equipment / Special Systems.

2.2.7.2.1 Dining Areas. Dining tables shall be constructed of unpainted stainless steel with table and seating. Tables may be of 4 or 6-man configuration, Part 8-Appendix, 8.4, Figures 3 and 4. Food line shall be separated from main dining area by a 42" high guard rail.
Dining areas shall be equipped with a chemical agent drop port from the roof.

2.2.8 HEALTH SICK CALL AREA

2.2.9 FINISH SCHEDULE

Legend: Floors	CAR	Carpet
	CT	Ceramic Tile

	SC	Sealed Concrete
	VCT	Vinyl Composition Tile
	ICC	Integral Colored Concrete/Sealed
Base	CT	Ceramic Tile
	VIN	Vinyl Base
Walls	CONC	Concrete or masonry block
	GYP	Gypsum Board
	PE	Paint Enamel
Ceiling	AP	Acoustical Panel
	EXP	Exposed
	GYP	Gypsum Board

AREA	FLOOR	BASE	WALLS	CEILING	HT
Facility Control					
Office	CAR	VIN	GYP/PE	AP	9'-0"
Work Areas	ICC	VIN	GYP/PE	AP	9'-0"
Toilet	ICC	CT	CT	GYP	8'-0"
Support	ICC	VIN	GYP/PE	GYP	9'-0"
Commissary					
Commissary	ICC	-	CONC/PE	EXP	9'-0"
Dining					
Dining	ICC	VIN	CONC/PE	EXP	12'-0"
Housing					
Pod/ Day Room	ICC	-	CONC/PE	AP	15'-0"
Toilets/Showers	CT	CT	CT	GYP	10'-0"
Support	ICC	-	CONC	GYP	9'-0"
Program	ICC	-	CONC	AP	9'-0"
Officer Station	VCT	VIN	GYP/PE	AP	8'-0"
WORK BASED EDUCATION					
Office	VCT	VIN	GYP/PE	AP	9'-0"
Work Areas	ICC	-	CONC	EXP	-

Toilets	CT	CT	CT	GYP	8'-0"
Support	ICC	-	CONC	EXP	8'-0"
Yard Control					
Control	VCT	VIN	CONC/PE	AP	8'-0"
Toilet	CT	CT	CT	GYP	8'-0"
Support	ICC	VIN	CONC/PE	EXP	8'-0"

Part 3 - Security Medium Custody Facility Requirements

3.1 General Facility Requirements

3.2 Building Requirements

PART 3 - SECURITY MEDIUM CUSTODY FACILITY REQUIREMENTS

3.1 GENERAL FACILITY REQUIREMENTS

3.1.1 FACILITY DESCRIPTION. A Medium Custody facility or unit is constructed to house inmates whose public risk is medium. These inmates present a moderate risk to the public community should escape occur from custody. The facility should be capable of restricting inmate movement within the facility. A Medium Custody facility could be a part of a larger complex of prison units and as such will be referred to as a Medium Custody unit. Support functions vary if the prison is stand alone or part of a larger complex.

3.1.2 FACILITIES SUPPORT SERVICES (COMPLEX LEVEL). If a Medium Custody prison is constructed as a part of a larger complex it can be expected that the unit will be supported by complex wide functions. Warehousing, maintenance, medical services, pharmacy, vehicle maintenance and complex administration are but a few of the centralize functions. Perimeter patrol and monitoring of critical systems such as water supply, wastewater systems and emergency power generation, will be provided at a complex level.

3.1.3 FACILITIES SUPPORT SERVICES (STAND ALONE FACILITIES). If a prison is stand alone, the support functions will become a part of the facility, and must be designed and constructed in accordance with the provisions of these standards. Some services may be furnished from other ADC facilities, and if so the facility shall take into account those reduced service requirements.

3.1.4 FACILITY SIZE REQUIREMENTS. The maximum inmate population of a Medium Custody facility (or unit if a part of a complex) is 1,200 beds. Physical separation of inmate populations within a unit may be required depending on such circumstances as facility design, staffing patterns, and operational plan. At minimum a 1,200 bed unit is to be designed to divide the recreation area into two 600 inmate yards. The primary determining objective shall be the need for sound correctional practice which ensures the safety of staff and inmates as well as effective security. Support and program functions should be designed to minimize inmate movement from yard to yard, and will require some duplication of functions. ADC developed RFP=s and Project Descriptions may further define facility services and size requirements.

3.1.5 PHYSICAL SECURITY. Due to the moderate level of escape risk of Medium Custody inmates, the facility is designed with a moderate level of physical security. The facility shall be designed to withstand abuse, wear and tear, and require relatively low maintenance. Physical Security shall be installed as listed in sub-sections below.

3**.1.5.1 Perimeter Security.** The facilities' perimeter security is made up of integrated systems and will provide a good barrier against escape. The institution=s perimeter system is designed such that inmates remain within the perimeter and that access by the general public is precluded except with proper authorization. A four strand barb wire barrier fence shall serve as a delineation of prison property. The barb wire fence shall have signage every 100 feet that indicates ANo Trespassing@.

3.1.5.1.1 Fencing. The perimeter fencing shall comply with Appendix III, Figure 2. A Medium Custody facility shall have a single perimeter fence which serves as a physical containment barrier. An additional no-man zone fence shall be provided consisting of a four foot, four stand barbed wire fence denoting the interior perimeter of the no-man zone. The perimeter fence shall be a 14 foot high looped top
fence (3 foot overhang) with 6 feet of 1/4" security mesh on the inside of the upper portion of the looped

top. If the perimeter fence contacts a building, a 30" dia. section of razor ribbon shall be installed vertically at the intersection, on the yard side of the fence. The fence shall have a concrete anti-dig barrier footing 6" wide by 24" deep. The bottom of the fence shall be secured by a (1-1/2" minimum) bottom rail secured to the concrete base by a anchor bolt or method approved by the Department.

All fence ties shall be equally spaced (4 per 10' section at a minimum). Fence ties and bolts in areas that may permit inmate access shall be tack welded to a height of at least 8' (e.g., exercise, work, trash etc.). Any fenced area that serves as a temporary inmate holding area (e.g., recreation, health unit, intake, transportation, detention unit holding areas, etc.) shall not use ties to attach fabric to poles but shall use permanent straps in their place which can be bolted and tack welded to a height of eight (8') feet. This also applies to gates which access those areas.

A single continuous row of 30" Concertina Razor ribbon shall be installed at the top of the fence and three coils placed vertically at the bottom. Razor ribbon shall be secured in place by tying to the top tension wire and to an additional tension wire supported above the fence by 2' long extension posts.

3.1.5.1.2 Detection Systems. Electronic detection system will be placed as indicated in Figure 2, Appendix III in the form of ported cable. The alarm system shall be broken up into zones with zone links of approximately 300 feet. An alarm condition will trigger the quartz lights associated with the alarmed zone and one lighting zone adjacent to either side of the alarmed zone. Notification of an alarm condition will be received by the unit control room.

3.1.5.1.3 Perimeter and Area Lighting. Lighting on the perimeter shall be sufficient to visually detect movement. Lighting on the vehicle sallyport is at least 5 foot-candles and 2-foot candles to the pedestrian sallyport at the lowest level, as documented by an independent, qualified source. Foot-candles listed are minimum maintained. Light poles shall be kept a minimum of 10 feet clear from the inner-most portion of the perimeter fence. There shall be a supplemental quartz light system outside the perimeter fence consisting of 1500 watt quartz fixtures mounted on 10 foot high poles, spaced 75 feet on center and installed 5 feet clear of the exterior perimeter fence.

3.1.5.1.3.1 Medium Custody facilities shall have perimeter lighting zone with a two foot candles level. Perimeter zone shall be defined as the area 40' inside the fence to 20' outside the fence.

3.1.5.1.3.2 Area lighting is defined as the remainder of the area within the facility from the 40 foot perimeter zone inside dimension and shall be maintained at one foot candle.

3.1.5.1.4 CCTV Systems. Closed Circuit Television cameras shall be installed to monitor both the pedestrian and vehicle sallyports. Cameras shall be monitored from the facility control room. Recording of the cameras is optional but highly recommended. Closed circuit surveillance cameras shall be positioned to monitor any area of the yard that is not directly visible from a control room. These cameras shall be monitored from facility control. Recording is optional for interior cameras.

3.1.5.1.5 Sand Trap. Outside and adjacent to the perimeter fence, a sand trap shall be constructed and maintained to provide an indication of escape path or fence tampering from outside sources. The trap shall be 15 feet in width and sloped to provide drainage without erosion of sand material. A sand trap will also be located between the two perimeter fences.

3.1.5.1.6 Perimeter Road. A paved perimeter road shall be constructed around the entire facility. The road surface shall be 12 feet wide and have shoulder widths of 6 feet. Turn around

shall be provided at each turn in the road and at intervals of 400 yards.

3.1.5.1.7 Sallyports. Sallyports are designed to control movement into and out of a prison. All sallyports shall be designed with two interlocked gates. Sallyport at units may be equipped with local gate control with override functions at Unit control. Facility sallyports (Stand-alone) shall be controlled only from the facility control.

3.1.5.1.7.1 Pedestrian Sallyport. There shall be a single point of controlled entry into a Medium Custody facility or unit. The pedestrian sallyport shall be equipped with remotely controlled sliding gates. These gates shall be controlled from the facility or unit control room. The gates shall be interlocked and an interlock override shall be provided.

3.1.5.1.7.2 Vehicle Sallyport. There shall be one vehicle access and pedestrian sallyport per facility. The vehicle sallyport shall accommodate the size of a typical fire truck serving to the area. At a minimum the sallyport shall be 80' long and 20' wide with concrete paving a minimum of 14'wide in line with the sliding gates. There shall be a vehicle crash bar on the yard side of the interior sallyport gate. Sallyport gates shall be 14' wide and 14' clear in height. There shall be an intercom station provided in the sallyport for communication to the central control room.

3.1.5.2 Interior Security. A combination of systems can be utilized to create and secure functions within the perimeter of the facility. The following is the minimum requirements for systems to be utilized.

3.1.5.2.1 Fencing. Interior fencing shall be provided to define the limits of the inmate yards and provide separation of inmate activity areas. There shall be an interior fence connecting the fronts of all buildings surrounding the yard to provide a complete barrier and define a A No-man's@ zone behind the buildings. Interior fencing for Medium Custody yards shall be a straight vertical 10' high fence with one coil of 30" five-point concertina razor ribbon. No-climb (1/4" hardware cloth) shall be installed for a distance of 6' on both sides of the interior fence, where an interior fence contacts the perimeter fence. Install one section of 30" razor ribbon vertically in each corner and the fence intersection, and on the yard side where fences contact buildings.

Outdoor visitation space shall be enclosed with a 12 foot high (minimum) fence and shall meet all the above requirements for interior fences.

3.2 BUILDING REQUIREMENTS

3.2.1 **HOUSING**. Medium Custody inmates shall be housed in dormitory style buildings. Optimal number of beds per pod/housing unit will be based on sound correctional practice which ensures the safety of staff and inmates as well as effective security. The housing unit shall have an officer station, centrally located, capable of directly observing no more that 4 pods of 50 inmates. Buildings shall be constructed to meet AR@ occupancy requirements. Exit and entry doors into the Pod areas shall be electric locks operated from the Officer Station and facilities control has override function. Building may be constructed of masonry, concrete (pre-cast or cast-in-place) or other materials that meet the above and code requirements.

3.2.1.1 Area Requirements.

3.2.1.1.1 Pod Area. Housing unit pods that are secure, with security door and lock shall be developed to house up to 50 inmates maximum. Each inmate shall be provided with an individual living space with a gross area of 40 sq. ft. A diagram of the approved living unit can be found in Appendix IV, Figure 1. In addition to the individual living space, area shall be provided for code required circulation and access to toilet and shower areas. No aisles shall be less than 48" in width.

3.2.1.1.2 Hygiene Areas. Accessible in each pod shall be a hygiene area(s) equipped with toilets, shower, lavatories, and urinals (male facilities). Toilets and showers shall be provided at a ratio of 1 per 8 inmates. Lavatories shall be provided at a ratio of 1 per 12 inmates. Each hygiene area shall be equipped with at least one ADA compliant accessible toilet, lavatory and shower. Urinals may replace 1/3 of the required toilets. At least one of the urinals shall be installed in compliance with ADA accessible standards.

A space within the shower and toilet area shall be provided and equipped with a mop sink and mop rack. A faucet with tempered hot and cold water shall be provided for filling of buckets.

3.2.1.1.3 Support Areas. Within each housing building, support area for property, equipment and cleaning supplies storage shall be provided. Storage shall be provided based on the number of inmates housed and shall be calculated at 8 cu. ft. per inmate. Ceilings in support areas shall be limited to 10 feet in height.

3.2.1.1.4 Program Areas. Each housing building shall have area(s) dedicated for multi-purpose program functions. Space shall be provided based on 4 sq.ft. per- inmate with a minimum room size of 250 sq. ft. Multi-purpose areas shall be observable from the housing control room. Program area shall be separated from living area to provide acoustical separation.

3.2.1.1.5 Security and Control Areas. Each housing building shall be equipped with a officer station, positioned to allow direct vision into each secure pod=s living, hygiene and program area(s). The officer station shall not be excessive in size, approximately 12 ft x 12 ft with one opening into it and counter space with lockable drawers and storage compartments. Designed counters at 42 inch height with walls 48 inches high. Reducing the requirement to move from position to position to observe inmate areas.

Each officer station shall have an adjacent toilet room which can be used by control staff.

The officer station in Medium Custody housing can be accessed from inmate occupied areas.

3.2.1.1.6 Recreation Areas. No dedicated indoor recreation area is required within the Medium Custody housing units.

3.2.1.2 FF&E / Detention Equipment / Special Systems.

3.2.1.2.1 Pod Area. Individual inmate living areas furniture shall be manufactured by ACI in accordance with diagrams shown in Appendix IV, Figure 2. At least two (2) living spaces in each 50 bed pod shall be designed to provide ADA required accessibility. An additional 6" shall be provided between the bed and the wardrobe unit to provide a 36" clearance.

Each pod shall be equipped with a gas drop port near the entry to the shower area. The port is utilized by officers on the roof. The port shall extend from 6" above the roof to the ceiling of the dayroom. No other detention equipment is required in the pod areas.

Each pod shall be equipped with a one way paging system. An intercom station located near the pod entry doors, on both sides of the door, shall be installed so inmates and staff can communicate with control officers.

Each pod shall be equipped with remote lighting control, controlled from the adjacent electrical closet.

The toilet area and dayroom space shall be controlled by different switches. Breaker shall not be utilized for switching.

Each inmate living space shall be equipped with a single duplex power outlet and an MATV outlet, complete with cable system.

The prison shall have installed a >collect only= telephone system, with a mechanism to monitor and record conversations. There shall be a minimum of one phone for every 15 inmates located in a position where staff can observe phones used by inmates. Additionally there shall be sufficient jacks installed in cell blocks located strategically for use by inmates who will not have access during recreation periods.

3.2.1.2.2 Hygiene Areas. Each toilet shall be equipped with a 48" high concrete block wall. Each compartment shall be equipped with a toilet paper holder. Accessible toilet stall shall be equipped with grab bars.

Hang-proof robe hooks shall be provided at each shower stall or in the drying area adjacent to showers. Robe hooks shall be furnished between each lavatory.

Mirrors shall be furnished at each sink.

Shower stalls shall be equipped with shower curtains with ceiling mounted tracks, mesh top section down to 60" above the floor, and opaque curtain down to 18" above the floor. ADA accessible showers shall be equipped with grab bars and folding seat. Wheel-in accessible showers 30" x 60" will not require a seat. Accessible showers shall be equipped with a removable, flexible and hand held shower hose and head. Access panels in shower areas are stainless steel.

3.2.1.2.3 Support Areas. Storage rooms shall be equipped with high security grade commercial locks and at a minimum a solid wood door. A 5"x24" view panels shall be provided in the door to allow observation of the room by security staff.

3.2.1.2.4 Program Areas. Multi-purpose program areas shall be equipped with paging system, MATV system cable and adequate electrical outlets.

3.2.1.2.5 Security and Control Areas. Control consoles shall be installed in built-in millwork or electronic equipment enclosures. Adequate working surface space shall be provided to accommodate two officers, phone system, radios and writing materials.

Officer station shall be equipped with radio, phone or site intercom systems to allow communication with facility or unit control. Installation of a 1-1/2" conduit with weather head through the roof above the officer station will be required for radio antenna.

3.2.2 FACILITY / UNIT CONTROL. Unit or Facility Control is responsible for monitoring activities of the facility (standalone) or unit (complex). In a standalone facility, this control position will also be responsible for monitoring all perimeter activities and systems. Control rooms shall be constructed to provide view of all areas controlled. Wall shall be solid grouted and reinforced with #4 bars and 8" on center both ways. Security frames shall be 12 gauge Steel with 12 gauge face sheets.

3.2.2.1 Area Requirements.

3.2.2.1.1 Work Areas. Unit or Facility control rooms shall be designed to allow for three staff working at one time. All support functions shall be accessible without leaving the control room. Approximate area for a central control room shall be 225 s.f.

3.2.2.1.2 Hygiene Areas. The control room officers shall be provided with access to a wash basin and toilet. A procedure shall be established to accommodate staff use of restroom facilities, if there are no facilities directly accessible to the control center.

3.2.2.1.3 Support Areas. A secure room shall be provided for the storage and distribution of DART equipment. The room or areas shall have controlled access and be observable from central control.

Access to a control room shall be through a secure vestibule. The vestibule may serve as controlled access to other facility areas as well as the control room

3.2.2.2 FF&E / Detention Equipment / Special Systems.

3.2.2.2.1 Work Areas. The officer station shall be equipped with built-in millwork to accommodate control equipment and provide adequate writing surfaces for all staff working the control room and storage of miscellaneous control equipment such as radios, chargers, phones, facility computers and procedure manuals. Space should be provided for incorporation of an under counter refrigerator, filing cabinet and a coffee maker.

Special systems for the officer station shall include:

- $ Security Control systems including door controls, intercom, camera and inmate tracking systems.
- $ Fire alarm monitoring equipment.
- $ Phone system
- $ Radio System

3.2.2.2.2 Support Areas. The DART equipment storage area shall be equipped with electronic monitoring and control of access doors. No other special equipment is required.

3.2.3 <u>YARD CONTROL</u> Each facility or unit shall have a centralized control and observation post, located in approximately the center of the facility, which affords observation of all yard areas. Yard control room shall be constructed as two story structure with control position at both levels. The upper level should provide a view of building roof tops.

3.2.3.1 Area Requirements.

3.2.3.1.1 Control Areas. The control rooms at each level shall be 250 s.f. Each level shall be connected by a secured spiral stair.

3.2.3.1.2 Hygiene Areas. A unisex toilet facility shall be provided on the lower level of the control building.

3.2.3.1.3 Support Areas. An enclosed room with locking door shall be provided for enclosure of control equipment.

3.2.3.2 FF&E / Detention Equipment / Special Systems.

3.2.3.2.1 Control Areas. Built-in millwork shall be provided for insulation of control panels at both levels of the tower.

Detention equipment shall include a pass drawer to each yard and speaking devices to each yard.

Special systems shall include door controls, intercom, CCTV, and radio systems.

3.2.4 <u>COMMISSARY</u> The commissary will provide inmates access to goods and supplies on a controlled basis. Delivery method for commissary goods is optional for Medium Custody facilities. Pre-bagged and delivered to housing areas is an option to a yard based

pick-up commissary. If yard pick-up is utilized, the commissary shall be placed on each yard and roll up doors shall be observable by yard control. Commissary shall have a roll up delivery door to the service yard.

3.2.4.1 Area Requirements.

3.2.4.1.1 Commissary Areas. There shall be a minimum of 400 square feet (200 for commissary and 200 for storage).

3.2.4.1.2 Hygiene Areas. Staff and inmates shall use the adjacent yard toilet.

3.2.4.2 FF&E / Detention Equipment / Special Systems.

3.2.4.2.1 Commissary Areas. Built-in millwork counter in commissary area for assembly of inmate orders, free standing work table and workstation furniture. Refrigerators and freezers as required.

Detention equipment shall consist of a security roll up door and pass counter. Rooms shall be equipped with 12 gage security doors and frame and detention hardware.

Doors shall be monitored remotely from yard control and unit control.

3.2.5 WORK BASED EDUCATION. In institutions offering academic and work based educational training programs, classrooms are designed as multi-purpose rooms to offer academic and/or specific work based training programs, as well as use by various religious groups. 10' - 12' roll up doors shall be included in design for the movement of raw and finished materials. Work based educational shall be adjacent to the service yard with roll-up doors opening onto service yard.

3.2.5.1 Area Requirements. Work based educational areas are designed with 12 sf/inmate, and ACI industry areas are designed with 25 sf/inmate. Classrooms shall contain a maximum of 25 inmates at 40 sf/inmate.

3.2.5.1.1 Office / Work Areas. Staff offices shall be provided with a clear, unobstructed view of work shops.

3.2.5.1.2 Hygiene Areas. Separate toilet facilities shall be provided for staff and inmates.

3.2.5.1.3 Support Areas. Storage areas shall be provided for materials and tools. Secure storage shall be provided, if necessary.

3.2.5.2 FF&E / Detention Equipment / Special Systems.

3.2.5.2.1 Office / Work Areas. Furniture requirements shall be required by the program provided. Windows to classroom offices or work based educational areas that face onto the yard shall be protected by bar grills. Exit doors to service yards or no-man areas shall be monitored.

3.2.5.2.2 Hygiene Areas. Toilets for use by inmates and staff shall be provided in each work based educational areas or in a common area to support classroom activities.

3.2.6 DINING Dining shall be provided either in a dining areas or in housing unit dayrooms. If

inmates receive food directly from a kitchen serving line, a blind serving port shall be utilized. Inmates movement in the serving line shall be controlled by railing to reduce the problem of inmates returning for additional servings.

3.2.6.1 Area Requirements.

3.2.6.1.1 Dining Areas. Dining areas shall be sized to complete feeding of all meals in one and one half hours with a maximum of four turns, and 20 minutes per inmate. Square footage requirement shall be calculated at15sf/inmate in the seating area.

3.2.6.1.2 Hygiene Areas. Staff and inmates shall use the adjacent yard toilet.

3.2.6.2 FF&E / Detention Equipment / Special Systems.

3.2.6.2.1 Dining Areas. Dining tables shall be constructed of unpainted stainless steel with table and seating secured to the floor. Tables may be of 4 or 6-man configuration, Part 7-Appendix, 7.4, Figures 3 and 4. Food line shall be separated from main dining area by a 32" high guard rail.
Dining areas shall be equipped with a chemical agent drop port from the roof.

3.2.7 FINISH SCHEDULE

Legend:	Floors	CAR	Carpet
		CT	Ceramic Tile
		SC	Sealed Concrete
		VCT	Vinyl Composition Tile
		ICC	Integral Colored Concrete
	Base	CT	Ceramic Tile
	Walls	CONC	Concrete or masonry block
		GYP	Gypsum Board
		PE	Paint Enamel
	Ceiling	AP	Acoustical Panel
		EXP	Exposed
		GYP	Gypsum Board

AREA	FLOOR	BASE	WALLS	CEILING	HT
Facility Control					
Office	CAR	VIN	GYP/PE	AP	9'-0"
Work Areas	ICC	VIN	GYP/PE	AP	9'-0"
Toilet	CT	CT	CT	GYP	8'-0"
Support	ICC	VIN	GYP/PE	GYP	8'-0"
Commissary					
Commissary	ICC	-	CONC/PE	AP	-
Dining					
Dining	ICC	VIN	CONC/PE	AP	12'-0"
Housing					
Pod/Day Room	ICC	-	CONC/PE	AP	17'-4"
Toilets/Showers	CT	CT	CT	GYP	10'-0"
Support	ICC	-	CONC	GYP	8'-0"
Program	ICC	-	CONC	AP	9'-0"
Control	VCT	VIN	GYP/PE	AP	8'-0"
Work Based Education					
Office	VCT	VIN	GYP/PE	AP	9'-0"
Work Areas	ICC	-	CONC	EXP	9'-0"
Toilets	CT	CT	CT	GYP	8'-0"
Support	ICC	-	CONC	EXP	-
Yard Control					
Control	ICC	VIN	CONC/PE	AP	8'-0"
Toilet	CT	CT	CT	GYP	8'-0"
Support	ICC	VIN	CONC/PE	EXP	-

Part 4 – Close Custody Facility Requirements

4.1 General Facility Requirements

- 4.1.1 Facility Description
- 4.1.2 Facilities Support Services (Complex Level)
- 4.1.3 Facilities Support Services (Stand Alone Facilities)
- 4.1.4 Facility Size Requirements
- 4.1.5 Physical Security

4.2 Building Requirements

- 4.2.1 Housing
- 4.2.2 Facility / Unit Control
- 4.2.3 Yard Control
- 4.2.4 Commissary
- 4.2.5 Work Based Education
- 4.2.6 Dining
- 4.2.7 Finish Schedule

PART 4 - SECURITY CLOSE CUSTODY FACILITY REQUIREMENTS

4.1 GENERAL FACILITY REQUIREMENTS

4.1.1 FACILITY DESCRIPTION. A Close Custody facility or unit is constructed to house inmates whose public risk is Close. These inmates present a moderately high risk to the public should escape from custody occur. The facility should be capable of restricting inmate movement within the facility. A Close Custody facility could be a part of a larger complex of prison units and as such will be referred to as a Close Custody unit. Support functions vary if the prison is stand alone or part of a larger complex.

4**.1.2 FACILITIES SUPPORT SERVICES (COMPLEX LEVEL)**. If a Close Custody facility is constructed as a part of a larger complex it can be expected that the unit will be supported by complex wide functions. Warehousing, maintenance, medical services, pharmacy, vehicle maintenance and complex administration are but a few of the centralize functions. Perimeter patrol and monitoring of critical systems such as water supply, wastewater systems and emergency power generation, will be provided at a complex level.

4.1.3 FACILITIES SUPPORT SERVICES (STAND ALONE FACILITIES). If a prison is stand-alone, the support functions will become a part of the facility, and must be designed and constructed in accordance with the provisions of these standards. Some services may be furnished from other ADC facilities, and if so the facility shall take into account those reduced service requirements.

4**.1.4 FACILITY SIZE REQUIREMENTS**. The maximum inmate population of a Close Custody facility (or unit if a part of a complex) is 1200 beds. Physical separation of inmate populations within a unit may be required depending on such circumstances as facility design, staffing patterns, and operational plan and at the minimum; an 1200 bed unit is to be designed to divide the recreation area into two 600 inmate yards. The primary determining objective shall be the need for sound correctional practice which ensures the safety of staff and inmates as well as effective security. Support and program functions should be designed to minimize inmate movement from yard to yard, and will require some duplication of functions. ADC developed RFP=s and Project Descriptions may further define facility services and size requirements.

4.1.5 PHYSICAL SECURITY. Due to the high level of escape risk of Close Custody inmates, the facility is designed with a high level of physical security. The facility shall be designed to withstand abuse, wear and tear, and require relatively low maintenance. Physical Security shall be installed as listed in sub-sections below.

4.1.5.1 Perimeter Security. The facilities perimeter security is made up of integrated systems and will provide a good barrier against escape. The institution=s perimeter system is designed such that inmates remain within the perimeter and that access by the general public is precluded except with proper authorization. A four strand barb wire barrier fence shall serve as a delineation of prison property. The barb wire fence shall have signage every 100 feet that indicates ANo Trespassing@.

4.1.5.1.1 Fencing. The perimeter fencing shall comply with Appendix III, Figure 3. A Close Custody facility shall have a double perimeter fence which serves as a physical containment barrier. An additional no-man zone fence shall be provided consisting of a four foot, four stand barbed wire fence denoting the interior perimeter of the no-man zone. Both perimeter fences shall be 14 foot high looped top fence with 6 feet of 1/4" security mesh on the inside of the upper portion of the looped top. Both perimeter fences shall contain one 30" diameter concertina razor

ribbon row at the top and three rows, one directly above the other starting at grade. If the perimeter fence contacts a building, a 30" dia. section of razor ribbon shall be installed vertically at the intersection, on the yard side of the fence. The fence shall have a concrete anti-dig barrier footing 6" wide by 24" deep. The bottom of the fence shall be secured by a (1-1/2" minimum) bottom rail secured to the concrete base by a anchor bolt or method approved by the Department.

All fence ties shall be equally spaced (4 per 10' section at a minimum). Fence ties and bolts in areas that may permit inmate access shall be tack welded to a height of at least 8' (e.g., exercise, work, trash, etc.). Any fenced area that serves as a temporary inmate holding area (e.g., recreation, health unit, intake, transportation, detention unit holding areas, etc.) shall not use ties to attach fabric to poles but shall use permanent straps in their place which can be bolted and tack welded to a height of eight (8') feet. This also applies to gates which access those areas.

4.1.5.1.2 Detection Systems. Electronic detection system will be placed as indicated in Figure 3, Appendix III. The alarm system shall be broken up into zones with zone links of approximately 300 feet. An alarm condition will trigger the quarts lights associated with the alarmed zone and one lighting zone adjacent to either side of the alarmed zone. Notification of an alarm condition will be received by the unit control room

4.1.5.1.3 Perimeter and Area Lighting. Lighting on the perimeter shall be sufficient to visually detect movement. Lighting on the vehicle sallyport is at least 5 foot-candles and 2-foot candles to the pedestrian sallyport at the lowest level, as documented by an independent, qualified source. Foot-candles listed are minimum maintained. Light poles shall be kept a minimum of 10 feet clear from the inner-most portion of the perimeter fence. There shall be a supplemental quartz light system outside the perimeter fence 1500 watt quartz fixtures mounted on 10 foot high poles, spaced 75 feet on center and installed 5 feet clear of the exterior perimeter fence.

4.1.5.1.3.1 Close Custody facilities shall have perimeter lighting zone with a two foot candles level. Perimeter zone shall be defined as the area 40' inside the fence to 20' outside the fence.

4.1.5.1.3.2 Area lighting is defined as the remainder of the area within the facility from the 40 foot perimeter zone inside dimension and shall be maintained at one foot candle.

4.1.5.1.4 CCTV Systems. Closed Circuit Television cameras shall be installed to monitor both the pedestrian and vehicle sallyports. Cameras shall be monitored from the facility control room. Recording of the cameras is optional but highly recommended. Closed circuit surveillance cameras shall be positioned to monitor any area of the yard that is not directly visible from a control room. These cameras shall be monitored from facility control. Recording is optional for interior cameras.

4.1.5.1.5 Sand Trap. Outside and adjacent to the perimeter fence, a sand trap shall be constructed and maintained to provide an indication of escape path or fence tampering from out side sources. The trap shall be 15 feet in width and sloped to provide drainage without erosion of sand material. A sand trap will also be located between the two perimeter fences.

4.1.5.1.6 Perimeter Road. A paved perimeter road shall be constructed around the entire facility. The road surface shall be 12 feet wide and have shoulder widths of 6 feet. Turn around shall be provide at each turn in the road and at intervals of 400 yards.

4.1.5.1.7 Sallyports. Sallyports are designed to control movement into and out of a prison. All

sallyports shall be designed with two interlocked gates. Sallyport at units may be equipped with local gate control with override functions at Unit control. Facility sallyports (Stand-alone) shall be controlled only from the facility control.

4.1.5.1.7.1 Pedestrian Sallyport. There shall be a single point of controlled entry into a Close Custody facility or unit. The pedestrian sallyport shall be equipped with remotely controlled sliding gates. These gates shall be controlled from the facility or unit control room. The gates shall be interlocked and an interlock override shall be provided,

4.1.5.1.7.2 Vehicle Sallyport. There shall be one vehicle access and pedestrian sallyport per facility. The vehicle sallyport shall accommodate the size of a typical fire truck serving the area. At a minimum the sallyport shall be 80' long and 20' wide with concrete paving a minimum of 14'wide in line with the sliding gates. There shall be a vehicle crash bar on the yard side of the interior sallyport gate. Sallyport gates shall be 14' wide and 14' clear in height. There shall be an intercom station provided in the sallyport for communication to the central control room.

4.1.5.2 Interior Security. A combination of systems can be utilized to create and secure functions within the perimeter of the facility. The following is the minimum requirements for systems to be utilized.

4.1.5.2.1 Fencing. Interior fencing shall be provided to defined the limits of the inmate yards and provide separation of inmate activity areas. There shall be an interior fence connecting the fronts of all buildings surrounding the yard to provide a complete barrier and define a A No-man's@ zone behind the buildings. Interior fencing for Close Custody yards shall be a straight vertical 10' high fence with one coil of 30" five-point concertina razor ribbon. No-climb (1/4" hardware cloth) shall be installed for a distance of 6' on both sides of the interior fence, where an interior fence contacts the perimeter fence. Install one section of 30" razor ribbon vertically in each corner and the fence intersection, and on the yard side where fences contact buildings.

Outdoor visitation space shall be enclosed with a 12 foot high (minimum) fence and shall meet all the above requirements for interior fences.

4.2 BUILDING REQUIREMENTS

4**.2.1 HOUSING**. Close Custody inmates shall be housed in two story cell style buildings. Optimal number of beds per pod/housing unit will be based on sound correctional practice which ensures the safety of staff and inmates as well as effective security. The housing unit shall have a control room, centrally located, capable of observing all inmate occupied areas. Buildings shall be constructed to meet AI@ occupancy requirements. Exit and entry doors shall be lockable with remote release capability. Building may be constructed of masonry, concrete (precast or cast-in-place) or other materials that meet the above and code requirements.

4**.2.1.1 Area Requirements**.

4.2.1.1.1 Pod Area. Housing unit pods shall be developed to house up to 50 inmates maximum. Two inmates shall be provided with a cell living space with a gross area of 80 S.F.. Each cell shall contain a combination unit of lavatory/toilet. Each pod shall contain a dayroom for communal gathering of inmates at a ratio of 35 sf/inmate. Each cell shall contain one one-man handicap cell.

4.2.1.1.2 Hygiene Each dayroom shall contain showers for the use of inmates in that level of the pod. The ratio for showers is one per 8 inmates. Each cell shall contain a combination lavatory/toilet for the cell=s occupants.

4.2.1.1.3 Support Areas. Within each housing building, support area for property, equipment and cleaning supplies storage shall be provided. Storage shall be provided based on the number of inmates housed and shall be calculated at 8 cu. ft. per inmate. Ceilings in support areas shall be limited to 10 feet in height.

4.2.1.1.4 Program Areas. Each housing building shall have area(s) dedicated for multi-purpose program functions. Space shall be provided based on 4 s.f. per inmate with a minimum room size of 250 s.f. Multi-purpose areas shall be observable from the housing control room. Program area shall be separated from living area to provide acoustical separation.

4.2.1.1.5 Security and Control Areas. Each housing building shall be equipped with an enclosed, secure control room, positioned to allow direct vision into each pod=s living and hygiene area, and program area(s). The control room shall not be excessive in size, reducing the requirement to move from position to position to observe inmate areas.

Each control room shall have an adjacent toilet room which can be used by control staff.

The control room in Close Custody housing can be accessed from a secure staff corridor and requires only a single security door. No secure vestibule will be required. Each officer station shall be equipped with an escape ladder to the roof of the building, and be equipped with a means of securing the hatch from the roof side of the hatch.

4.2.1.1.6 Recreation Areas. No dedicated indoor recreation area is required within the Close Custody housing units.

4.2.1.2 FF&E / Detention Equipment / Special Systems.

4.2.1.2.1 Cell and Pod Areas. Cell furniture shall be manufactured by ACI. Each cell shall

contain two bunks, a desks with stool, and two lockable storage cabinets. Cell doors will be constructed of 14 ga. steel with a 6"x18" view panel, contain a cuffing slot/food pass, and be operated by the control room.

Each cell shall be equipped with two single duplex power outlets and two MATV outlets complete with cable system.

Each pod shall be equipped with a gas drop port near the entry to the shower area. The port is utilized by officers on the roof. The port shall extend from 6" above the roof to the ceiling of the day room. No other detention equipment is required in the pod areas.

Each pod shall be equipped with a one way paging system. An intercom station located near the pod entry doors, on both sides of the door, shall be installed so inmates and staff can communicate with control officers. Each pod shall contain one handicap accessible cell with a single bunk, handicap combo unit with grab bars, and one desk.

Each pod shall be equipped with remote lighting control, controlled from the control room. The toilet area and dayroom space shall be controlled by different switches. Breaker shall not be utilized for switching.

The prison shall have installed a >collect only= telephone system, with a mechanism to monitor and record conversations. There shall be a minimum of one phone for every 15 inmates located in a position where staff can observe phones used by inmates. Additionally there shall be sufficient jacks installed in cell blocks located strategically for use by inmates who will not have access during recreation periods.

4.2.1.2.2 Hygiene Areas. Shower stalls shall be equipped with shower curtains with ceiling mounted tracks, mesh top section down to 60" above the floor, and opaque curtain down to 18" above the floor. ADA accessible showers shall be equipped with grab bars and folding seat. Wheel-in accessible showers 30" x 60" will not require a seat. Accessible showers shall be equipped with a removable, flexible and hand held shower hose and head. Combination unit lavatory/toilets within the cells shall be of stainless steel. Access panels in shower areas are stainless steel.

Doors, jambs and locks – Doors and jambs shall be security type in showers, constructed with 12 gauge stainless steel face sheets with flush closed top and bottom plates. Locks, remote electrical operated from control rooms are to be of water proof design.

4.2.1.2.3 Support Areas. Storage rooms shall be equipped with high security grade commercial locks and at a minimum a solid wood door. A 5"x24" view panels shall be provided in the door to allow observation of the room by security staff.

4.2.1.2.4 Program Areas. Multi-purpose program areas shall be equipped with paging system, MATV system cable and adequate electrical outlets.

4.2.1.2.5 Security and Control Areas. Control consoles shall be installed in built-in millwork or electronic equipment enclosures. Adequate working surface space shall be provided to accommodate two officers, phone system, radios and writing materials.

Control room shall be secured with 13/16" security glazing protected by steel bar grilles. Bar grilles shall be constructed as indicated in Appendix IV, Figure 5. Doors to the officer station shall be constructed with 12 ga. steel and be equipped with a high security commercial lock.

Control room shall be equipped with radio, phone or site intercom systems to allow communication with facility or unit control. Installation of a 1-1/2" conduit with weather head through the roof above the officer station will be required for radio antenna.

4.2.2 FACILITY / UNIT CONTROL. Unit or Facility Control is responsible for monitoring activities of the facility (standalone) or unit (complex). In a standalone facility, this control position will also be responsible for monitoring all perimeter activities and systems. Control rooms shall be constructed to provide view of all areas controlled. Wall shall be solid grouted and reinforced with #4 bars and 8" on center both ways. Security frames shall be 12 ga. steel.

4.2.2.1 Area Requirements.

4.2.2.1.1 Work Areas. Unit or Facility control rooms shall be designed to allow for three staff working at one time. All support functions shall be accessible without leaving the control room. Approximate area for a central control room shall be 225 s.f.

4.2.2.1.2 Hygiene Areas. The control room officers shall be provided with access to a wash basin and toilet. A procedure shall be established to accommodate staff use of restroom facilities, if there are no facilities directly accessible to the control center.

4.2.2.1.3 Support Areas. A secure room shall be provided for the storage and distribution of DART equipment. The room or areas shall have controlled access and be observable from central control.

Access to a control room shall be through a secure vestibule. The vestibule may serve as controlled access to other facility areas as well as the control room.

4.2.2.2 FF&E / Detention Equipment / Special Systems.

4.2.2.2.1 Work Areas. The control room shall be equipped with built-in millwork to accommodate control equipment and provide adequate writing surfaces for all staff working the control room and storage of miscellaneous control equipment such as radios, chargers, phones, facility computers and procedure manuals. Space should be provided for incorporation of an under counter refrigerator, filing cabinet and a coffee maker.

Control Rooms shall have the following detention grade components:

X Security doors, frames and locks
X A secure pass drawer to the public lobby and the secure vestibule for the distribution of materials to staff and public.
X A ladder and escape hatch to the roof
X A speaking device/port

X Control room windows with 2" lexan composite glazing HP White Level A.
X Bars protecting for all openings or windows (1/4" x 1" steel bars vertically positioned 5" on center per Part 7-Appendix, 7.4, Figure 5).

Special systems for the control room shall include:
X Security Control systems including door controls, intercom, camera and inmate tracking systems.
X Fire alarm monitoring equipment.
X Phone system
X Radio System

4.2.2.2.2 Support Areas. The DART equipment storage area shall be equipped with electronic monitoring and control of access doors. No other special equipment is required.

4.2.3 YARD CONTROL Each facility or unit shall have a centralized control and observation post, located in approximately the center of the facility, which affords observation of all yard areas. Yard control room shall be constructed as two story structure with control position at both levels. The upper level should provide a view of building roof tops.

4.2.3.1 Area Requirements.

4.2.3.1.1 Control Areas. The control rooms at each level shall be 250 s.f. Each level shall be connected by a secured spiral stair.

4.2.3.1.2 Hygiene Areas. A unisex toilet facility shall be provided on the lower level of the control building.

4.2.3.1.3 Support Areas. An enclosed room with locking door shall be provided for enclosure of control equipment.

4.2.3.2 FF&E / Detention Equipment / Special Systems.

4.2.3.2.1 Control Areas. Built-in millwork shall be provided for insulation of control panels at both levels of the tower.

Detention equipment shall include a pass drawer to each yard and speaking devices to each yard.

Special systems shall include door controls, intercom, CCTV, and radio systems.

4.2.4 COMMISSARY The commissary will provide inmates access to goods and supplies on a controlled basis. Delivery method for commissary goods is optional for Close Custody facilities. Pre-bagged and delivered to housing areas is an option to a yard based pick-up commissary. If yard pick-up is utilized, the commissary shall be placed on each yard and roll up doors shall be observable by yard control. Commissary shall have a roll up delivery door to the service yard.

4.2.4.1 Area Requirements.

4.2.4.1.1 Commissary Areas. There shall be a minimum of 400 square feet (200 for commissary and 200 for storage).

4.2.4.1.2 Hygiene Areas. Staff and inmates shall use the adjacent yard toilet.

4.2.4.2 FF&E / Detention Equipment / Special Systems.

4.2.4.2.1 Commissary Areas. Built-in millwork counter in commissary area for assembly of inmate orders, free standing work table and workstation furniture. Refrigerators and freezers as required.

Detention equipment shall consist of a security roll up door and pass counter. Rooms shall be equipped with 12 gage security doors and frame and detention hardware.

Doors shall be monitored remotely from yard control and unit control.

4.2.5 <u>WORK BASED EDUCATION</u>. In institutions offering academic and work based educational training programs, classrooms are designed as multi-purpose rooms to offer academic and/or specific work based educational training programs, as well as use by various religious groups. 10' – 12' roll up doors shall be included in design for the movement of raw and finished materials. Work based educational areas shall be adjacent to the service yard with roll-up doors opening onto service yard.

4**.2.5.1 Area Requirements**. Work based educational areas are designed with 12 sf/inmate, and ACI industry areas are designed with 25 sf/inmate. Classrooms shall contain a maximum of 25 inmates at 40 sf/inmate.

4.2.5.1.1 Office / Work Areas. Staff offices shall be provided with a clear, unobstructed view of work shops.

4.2.5.1.2 Hygiene Areas. Separate toilet facilities shall be provided for staff and inmates.

4.2.5.1.3 Support Areas. Storage areas shall be provided for materials and tools. Secure storage shall be provided, if necessary.

4.2.5.2 FF&E / Detention Equipment / Special Systems.

4.2.5.2.1 Office / Work Areas. Furniture requirements shall be required by the program provided. Windows to classroom offices or work based educational areas that face onto the yard shall be protected by bar grills. Exit doors to service yards or no-man areas shall be monitored.

4.2.5.2.2 Hygiene Areas. Toilets for use by inmates and staff shall be provided in each work based education areas or in a common area to support classroom activities.

4.2.6 <u>DINING</u> Dinning shall be provided either in dining area(s) or in housing unit dayrooms. If inmates receive food directly from a kitchen serving line, a blind serving port shall be utilized. Inmates movement in the serving line shall be controlled by railing to reduce the problem of inmates returning for additional servings.

4.2.6.1 Area Requirements.

4.2.6.1.1 Dining Areas. Dining areas shall be sized to complete feeding of all meals in one and one half hours with a maximum of four turns, and 20 minutes per inmate. Square footage requirement shall be calculated at15sf/inmate in the seating area.

4.2.6.1.2 Hygiene Areas. Staff and inmates shall use the adjacent yard toilet.

4.2.6.2 FF&E / Detention Equipment / Special Systems.

4.2.6.2.1 Dining Areas. Dining tables shall be constructed of unpainted stainless steel with table and seating secured to the floor. Tables may be of 4 or 6-man configuration, Appendix IV, Figures 3 and 4. Food line shall be separated from main dining area by a ceiling height guard rail.

Dining areas shall be equipped with a chemical agent drop port from the roof.

4.2.7 FINISH SCHEDULE

Legend:	Floors	CAR	Carpet
		CT	Ceramic Tile
		SC	Sealed Concrete
		VCT	Vinyl Composition Tile
		ICC	Integral Colored/Sealed Concrete
	Base	CT	Ceramic Tile
		VIN	Vinyl Base
	Walls	CONC	Concrete or masonry block
		GYP	Gypsum Board
		PE	Paint Enamel
	Ceiling	AP	Acoustical Panel
		EXP	Exposed
		GYP	Gypsum Board

AREA	FLOOR	BASE	WALLS	CEILING	HT
Facility Control					
Office	CAR	VIN	GYP/PE	AP	9’-0”
Work Areas	ICC	VIN	GYP/PE	AP	9’-0”
Toilet	CT	CT	CT	GYP	8’-0”
Support	ICC	VIN	GYP/PE	GYP	
Commissary					
Commissary	ICC	-	CONC/PE	EXP	-
Dining					
Dining	ICC	VIN	CONC/PE	AP	12’-0”
Housing					
Pod/Day Room	ICC	-	CONC/PE	AP	18’-0”

Toilets/Showers	CT	CT	CT	GYP	8’-0”
Support	ICC	-	CONC	GYP	9’-0”
Program	ICC	-	CONC	AP	9’-0”
Control	ICC	VIN	GYP/PE	AP	8’-0”
Cell	SC	-	CONC/PE	CONC/PE	8’0”
Work Based Education					
Office	ICC	VIN	GYP/PE	AP	9’-0”
Work Areas	ICC	-	CONC	EXP	-
Toilets	CT	CT	CT	GYP	8’-0”
Support	ICC	-	CONC	EXP	-
Yard Control					
Control	ICC	VIN	CONC/PE	AP	8’-0’
Toilet	CT	CT	CT	GYP	8’-0”
Support	ICC	VIN	CONC/PE	EXP	-

Part 5 – Maximum Security Facility Requirements

PART 5 – SECURITY LEVEL MAXIMUM CUSTODY FACILITY REQUIREMENTS

5.1 GENERAL FACILITY REQUIREMENTS

5.1.1 FACILITY DESCRIPTION. A Maximum Security Facility or unit is constructed to house inmates whose public risk is Maximum. These inmates present a high risk to the public community should escape from custody occur. The facility should be capable of restricting inmate movement within the facility and designed for 23-hour lock-down. A Maximum Security Facility could be a part of a larger complex of prison units and as such will be referred to as a Maximum Security Facility unit. Support functions vary if the prison is stand alone or part of a larger complex.

5.1.2 FACILITIES SUPPORT SERVICES (COMPLEX LEVEL). If a Maximum Security Facility is constructed as a part of a larger complex it will not be supported by complex medical or inmate-intake, but may share warehousing, maintenance, pharmacy, vehicle maintenance and complex administration. Perimeter patrol and monitoring of critical systems such as water supply, wastewater systems and emergency power generation, will also be provided at a complex level.

5**.1.3 FACILITIES SUPPORT SERVICES (STAND ALONE FACILITIES)**. If a facility is stand-alone, the support functions will become a part of the facility, and must be designed and constructed in accordance with the provisions of these standards. Some services may be furnished from other ADC facilities, and if so the facility shall take into account those reduced service requirements.

5.1.4 FACILITY SIZE REQUIREMENTS. The maximum inmate population of a Maximum Security Facility (or unit if a part of a complex) is 1,200 beds. Physical separation of inmate populations within a unit may be required depending on such circumstances as facility design, staffing patterns, and operational plan and at the minimum, a 1200 bed unit is to be designed to divide the recreation area into two 600 inmate yards. The primary determining objective shall be the need for sound correctional practice which ensures the safety of staff and inmates as well as effective security. Support and program functions should be designed to minimize inmate movement from yard to yard, and will require some duplication of functions. The RFP and Project Description as applicable may further define facility services and size requirements.

5.1.5 PHYSICAL SECURITY. Due to the high level of escape risk of Maximum Security Facility inmates, the facility is designed with a high level of physical security. The facility shall be designed to withstand abuse, wear and tear, and require relatively low maintenance. Physical Security shall be installed as listed in sub-sections below.

5.1.5.1 Perimeter Security. The facilities perimeter security is made up of integrated systems and will provide a good barrier against escape. The institution=s perimeter system is designed such that inmates remain within the perimeter and that access by the general public is precluded except with proper authorization. A four strand barb wire barrier fence shall serve as a delineation of prison property. The barb wire fence shall have signage every 100 feet that indicates ANo Trespassing@.

5.1.5.1.1 Fencing. The perimeter fencing shall comply with Appendix III, Figure 3. A Maximum Security Facility shall have a double perimeter fence which serves as a physical containment barrier. An additional no-man zone fence shall be provided consisting of a four foot, four stand barbed wire fence denoting the interior perimeter of the no-man zone. Both perimeter fences shall be 14 foot high looped top fence with 6 feet of ¼" security mesh on the inside of the

upper portion of the looped top. Both perimeter fences shall contain one 30" diameter concertina razor ribbon row at the top and three rows, one directly above the other starting at grade. If the perimeter fence contacts a building, a 30" dia. Section of razor ribbon shall be installed vertically at the intersection, on the yard side of the fence. The fence shall have a concrete anti-dig barrier footing 6" wide by 24" deep. The bottom of the fence shall be secured by a (1-1/2" minimum) bottom rail secured to the concrete base by a anchor bolt or method approved by the Department.

All fence ties shall be equally spaced (4 per 10' section at a minimum). Fence ties and bolts in areas that may permit inmate access shall be tack welded to a height of at least 8' (e.g., exercise, work, trash, etc.). Any fenced area that serves as a temporary inmate holding area (e.g., recreation, health unit, intake, transportation, detention unit holding areas, etc.) shall not use ties to attach fabric to poles but shall use permanent straps in their place which can be bolted and tack welded to a height of eight (8') feet. This also applies to gates which access those areas.

5.1.5.1.2 Detection Systems. Electronic detection system will be placed as indicated in Figure 3, Appendix III. The alarm system shall be broken up into zones with zone links of approximately 300 feet. An alarm condition will trigger the quarts lights associated with the alarmed zone and one lighting zone adjacent to either side of the alarmed zone. Notification of an alarm condition will be received by the unit control room

5.1.5.1.3 Perimeter and Area Lighting. Lighting on the perimeter shall be sufficient to visually detect movement. Lighting on the vehicle sallyport is at least 5 foot-candles and 2-foot candles to the pedestrian sallyport at the lowest level, as documented by an independent, qualified source. Foot-candles listed are minimum maintained. Light poles shall be kept a minimum of 10 feet clear from the inner-most portion of the perimeter fence. There shall be a supplemental quartz light system outside the perimeter fence consisting of 1500 watt quartz fixtures mounted on 10 foot high poles, spaced 75 feet on center and installed 5 feet clear of the exterior perimeter fence.

5.1.5.1.3.1 Maximum Security Facility shall have perimeter lighting zone with a three foot candles level. Perimeter zone shall be defined as the area 40' inside the fence to 20' outside the fence.

5.1.5.1.3.2 Area lighting is defined as the remainder of the area within the facility from the 40 foot perimeter zone inside dimension and shall be maintained at one foot candle.

5.1.5.1.4 CCTV Systems. Closed Circuit Television cameras shall be installed to monitor both the pedestrian and vehicle sallyports. Cameras shall be monitored from the facility control room. Recording of the cameras is optional but highly recommended. Closed circuit

surveillance cameras shall be positioned to monitor any area of the yard that is not directly visible from a control room. These cameras shall be monitored from facility control. Recording is optional for interior cameras.

5.1.5.1.5 Sand Trap. Outside and adjacent to the perimeter fence, a sand trap shall be constructed and maintained to provide an indication of escape path or fence tampering from outside sources. The trap shall be 15 feet in width and sloped to provide drainage without erosion of sand material. A sand trap will also be located between the two perimeter fences.

5.1.5.1.6 Perimeter Road. A paved perimeter road shall be constructed around the entire facility. The road surface shall be 12 feet wide and have shoulder widths of 6 feet. Turn around shall be provide at each turn in the road and at intervals of 400 yards.

5.1.5.1.7 Sallyports. Sallyports are designed to control movement into and out of a prison. All sallyports shall be designed with two interlocked gates. Sallyport at units may be equipped with local gate control with override functions at Unit control. Facility sallyports (Stand-alone) shall be controlled only from the facility control.

5.1.5.1.7.1 Pedestrian Sallyport. There shall be a single point of controlled entry into a Maximum Security Facility or unit. The pedestrian sallyport shall be equipped with remotely controlled sliding gates. These gates shall be controlled from the facility or unit control room. The gates shall be interlocked and an interlock override shall be provided.

5.1.5.1.7.2 Vehicle Sallyport. There shall be one vehicle access and pedestrian sallyport per facility. The vehicle sallyport shall accommodate the size of a typical fire truck serving to the area. At a minimum the sallyport shall be 80' long and 20' wide with concrete paving a minimum of 14'wide in line with the sliding gates. There shall be a vehicle crash bar on the yard side of the interior sallyport gate. Sallyport gates shall be 14' wide and 14' clear in height. There shall be an intercom station provided in the sallyport for communication to the central control room.

5.1.5.2 Interior Security. A combination of systems can be utilized to create and secure functions within the perimeter of the facility. The following is the minimum requirements for systems to be utilized.

5.1.5.2.1 Fencing. Interior fencing shall be provided to define the limits of the inmate yards and provide separation of inmate activity areas. There shall be an interior fence connecting the fronts of all buildings surrounding the yard to provide a complete barrier and define a A No-man's@ zone behind the buildings. Interior fencing for Maximum Security Facility yards shall be a straight vertical 10' high fence with one coil of 30" five-point concertina razor ribbon. No-climb (1/4" hardware cloth) shall be installed for a distance of 6' on both sides of the interior fence, where an interior fence contacts the perimeter fence. Install one section of 30" razor ribbon vertically in each corner and the fence intersection, and on the yard side where fences contact buildings.

Outdoor visitation space shall be enclosed with a 12 foot high (minimum) fence and shall meet all the above requirements for interior fences.

5.2 BUILDING REQUIREMENTS

5**.2.1 <u>HOUSING</u>**. Maximum Security Facility inmates shall be housed in 2 story cell style buildings. Optimal number of beds per pod/housing unit will be based on sound correctional practice which ensures the safety of staff and inmates as well as effective security. The housing unit shall have a control room, centrally located, capable of observing all inmate occupied areas. Buildings shall be constructed to meet AI@ occupancy requirements. Exit and entry doors shall be lockable with remote release capability. Building may be constructed of masonry, concrete (pre-cast or cast-in-place) or other materials that meet the above and code requirements.

5.2.1.1 Area Requirements.

5.2.1.1.1 Pod Area. Each inmate shall be provided with a cell living space with a gross area of

80 S.F.. Each cell shall contain a combination lavatory/toilet unit. Each pod shall contain one one-man handicap cell. Each dayroom area shall have skylights to provide natural lighting for the pod. Skylights shall be configured to bring light to within 20 feet of all cell fronts. Cells shall have no windows.

5.2.1.1.2 Hygiene Each dayroom shall contain showers for the use of inmates in that level of the pod. The ratio for showers is two per pod. Each cell shall contain a combination lavatory/toilet for the cell=s occupants.

5.2.1.1.3 Support Areas. Within each housing building, support area for property, equipment and cleaning supplies storage shall be provided. Storage shall be provided based on the number of inmates housed and shall be calculated at 8 cu. Ft. per inmate. Ceilings in support areas shall be limited to 10 feet in height.

5.2.1.1.4 Security and Control Areas. Each housing building shall be equipped with an enclosed, secure control room, positioned to allow direct vision into each pod=s living and hygiene area, and program area(s). The control room shall not be excessive in size, reducing the requirement to move from position to position to observe inmate areas.

Each control room shall have an adjacent toilet room which can be used by control staff.

The control room in Maximum Security Facility housing can be accessed from a secure staff corridor and requires only a single security door. No secure vestibule will be required. Each officer station shall be equipped with an escape ladder to the roof of the building, and be equipped with a means of securing the hatch from the roof side of the hatch.

5.2.1.1.6 Recreation Areas. Each pod shall have two attached outdoor recreation areas connected to the pod dayroom. The size of the exercise yards shall be 28 sf/inmate. Door to exercise area shall have a window for officer observation.

5.2.1.2 FF&E / Detention Equipment / Special Systems.

5.2.1.3 Pod Area. Cell furniture shall be manufactured by ACI. Each cell shall contain one bed, and one desk with stool.

Each pod shall be equipped with a one way paging system. An intercom station located near the pod entry doors, on both sides of the door, shall be installed so inmates and staff can communicate with control officers.

Each pod shall be equipped with remote lighting control, controlled from the control room. The toilet area and dayroom space shall be controlled by different switches. Breaker shall not be utilized for switching. The control room shall also be equipped with lavatory and toilet flushing override capability.

Each cell shall be equipped with one single duplex power outlet and one MATV outlet, complete with cable system.

The prison shall have installed a >collect only= telephone system, with a mechanism to monitor and record conversations. There shall be a minimum of one phone for every 15 inmates located in

a position where staff can observe phones used by inmates. Additionally there shall be sufficient jacks installed in cell blocks located strategically for use by inmates who will not have access during recreation periods.

5.2.1.2.2 Hygiene Areas. Shower stalls shall be equipped with steel door with window for officer observation. ADA accessible showers shall be equipped with grab bars and folding seat. Wheel-in accessible showers 30" x 60" will not require a seat. Accessible showers shall be equipped with a fixed head. Combination unit lavatory/toilets within the cells shall be of stainless steel. Access panels in shower areas are stainless steel.

Doors, Jambs and Locks – Doors and jambs shall be security type in showers constructed with 12 gauge stainless steel face sheets with flush closed top and bottom plates. Locks, remote electrical operated from control rooms are to be of water proof design.

5.2.1.2.3 Support Areas. Storage rooms shall be equipped with high security grade detention locks and steel doors.

5.2.1.2.4 Security and Control Areas. Control consoles shall be installed in built-in millwork or electronic equipment enclosures. Adequate working surface space shall be provided to accommodate two officers, phone system, radios and writing materials.

Control room shall be secured with 13/16" security glazing protected by steel bar grilles. Bar grilles shall be constructed as indicated in Appendix IV, Figure 5. Doors to the officer station shall be constructed with 12 ga. Steel and be equipped with a high security commercial lock.

Officer station shall be equipped with radio, phone or site intercom systems to allow communication with facility or unit control. Installation of a 1-1/2" conduit with weather head through the roof above the officer station will be required for radio antenna.

5.2.1.2.5 Recreation Areas. Recreation areas shall be constructed of two story tilt-up concrete walls with a secure, permanent steel grill over the top.

5.2.2 FACILITY / UNIT CONTROL. Unit or Facility Control is responsible for monitoring activities of the facility (standalone) or unit (complex). In a standalone facility, this control position will also be responsible for monitoring all perimeter activities and systems. Control rooms shall be constructed to provide view of all areas controlled. Wall shall be solid grouted and reinforced with #4 bars and 8" on center both ways. Security frames shall be 12 ga. Steel.

5.2.2.1 Area Requirements.

5.2.2.1.1 Work Areas. Unit or Facility control rooms shall be designed to allow for three staff working at one time. All support functions shall be accessible without leaving the control room. Approximate area for a central control room shall be 225 s.f.

5.2.2.1.2 Hygiene Areas. The control room officers shall be provided with access to a wash basin and toilet. A procedure shall be established to accommodate staff use of restroom facilities, if there are no facilities directly accessible to the control center.

5.2.2.1.3 Support Areas. A secure room shall be provided for the storage and distribution of Access to a DART equipment. The room or areas shall have controlled access and be observable

from central control. Control rooms shall be through a secure vestibule. The vestibule may serve as controlled access to other facility areas as well as the control room.

5.2.2.2 FF&E / Detention Equipment / Special Systems.

5.2.2.2.1 Work Areas. The control room shall be equipped with built-in millwork to accommodate control equipment and provide adequate writing surfaces for all staff working the control room and storage of miscellaneous control equipment such as radios, chargers, phones, facility computers and procedure manuals. Space should be provided for incorporation of an under counter refrigerator, filing cabinet and a coffee maker.

Control Rooms shall have the following detention grade components:

X Security doors, frames and locks
X A secure pass drawer to the public lobby and the secure vestibule for the distribution of materials to staff and public.
X A ladder an escape hatch to the roof
X A speaking device/port
X Control room windows with 2" lexan composite glazing HP White Level A.
X Bars protecting for all openings or windows (1/4" x 1" steel bars vertically positioned 5" on center per Part 7-Appendix, 7.***4***, Figure 5).

Special systems for the control room shall include:

$ Security Control systems including door controls, intercom, camera and inmate tracking systems.
$ Fire alarm monitoring equipment.
$ Phone system
$ Radio System

5.2.2.2.2 Support Areas. The DART equipment storage area shall be equipped with electronic monitoring and control of access doors. No other special equipment is required.

5.2.3 <u>YARD CONTROL</u> Each facility or unit shall have a control and observation post, located at the vehicle sallyport, which affords observation of all compound areas. Yard control room shall be constructed as two story structure with control position at the upper level. The upper level should provide a view of building roof tops.

5.2.3.1 Area Requirements.

5.2.3.1.1 Control Areas. The control rooms at each level shall be 250 s.f. Each level shall be connected by a secured spiral stair.

5.2.3.1.2 Hygiene Areas. A unisex toilet facility shall be provided on the lower level of the control building.

5.2.3.1.3 Support Areas. An enclosed room with locking door shall be provided for enclosure of control equipment.

5.2.3.2 FF&E / Detention Equipment / Special Systems.

5.2.3.2.1 Control Areas. Built-in millwork shall be provided for insulation of control panels at both levels of the tower.

Special systems shall include door controls, intercom, CCTV, and radio systems.

5.2.4 COMMISSARY The commissary will provide inmates access to goods and supplies on a controlled basis. Delivery method for commissary goods for Maximum Security Facility is delivery. If yard pick-up is utilized for lesser security level work force, the commissary shall be placed on each yard and roll up doors shall be observable by yard control. Commissary shall have a roll up delivery door to the service yard.

5.2.4.1 Area Requirements.

5.2.4.1.1 Commissary Areas. There shall be a minimum of 400 square feet (200 for commissary and 200 for storage).

5.2.4.1.2 Hygiene Areas. Staff and inmates shall use the adjacent yard toilet.

5.2.4.2 FF&E / Detention Equipment / Special Systems.

5.2.4.2.1 Commissary Areas. Built-in millwork counter in commissary area for assembly of inmate orders, free standing work table and workstation furniture. Refrigerators and freezers as required.

5.2.5 WORK BASED EDUCATION. In institutions offering academic and work based educational training programs, classrooms are designed as multi-purpose rooms to offer academic and/or specific work based educational training programs, as well as use by various religious groups. 10' – 12' roll up doors shall be included in design for the movement of raw and finished materials. Work based educational areas shall be adjacent to the service yard with roll-up doors opening onto service yard.

5.2.5.1 Area Requirements. Work based educational areas are designed with 12 sf/inmate, and ACI industry areas are designed with 25 sf/inmate. Classrooms shall contain a maximum of 25 inmates at 40 sf/inmate.

5.2.5.1.1 Office / Work Areas. Staff offices shall be provided with a clear, unobstructed view of work shops.

5.2.5.1.2 Hygiene Areas. Separate toilet facilities shall be provided for staff and inmates.

5.2.5.1.3 Support Areas. Storage areas shall be provided for materials and tools. Secure storage shall be provided, if necessary.

5.2.5.2 FF&E / Detention Equipment / Special Systems.

5.2.5.2.1 Office / Work Areas. Furniture requirements shall be required by the program provided. Windows to classroom offices or work based educational areas that face onto the yard shall be protected by bar grills. Exit doors to service yards or no-man areas shall be monitored.

5.2.5.2.2 Hygiene Areas. Toilets for use by inmates and staff shall be provided in each work

based education areas or in a common area to support classroom activities.

Detention equipment shall consist of a security roll up door and pass counter. Rooms shall be equipped with 12 gage security doors and frame and detention hardware.

Doors shall be monitored remotely from yard control and unit control.

5.2.6 DINING Most Maximum Security Facility inmates take all meals in their cells. Should a program be instituted to allow a few inmates to eat together, a small separate dining room shall be located next to the kitchen. This dining area will be observable from a concealed, staff position outside the dining room. Visibility will be provided by a one-way window.

5.2.6.1 Area Requirements.

5.2.6.1.1 Dining Areas. Dining areas shall be sized to accommodate the number of inmates in the rehabilitation program prescribed by the Department of Corrections and varies from facility to facility. Square footage requirement shall be calculated at 15sf/inmate in the seating area.

5.2.6.1.2 Hygiene Areas. Staff and inmates shall use the adjacent toilet facilities.

5.2.6.2 FF&E / Detention Equipment / Special Systems.

5.2.6.2.1 Dining Areas. Dining tables shall be constructed of unpainted stainless steel with table and seating secured to the floor. Tables may be of 4 man configuration, Appendix IV, Figure 3. Food line shall be separated from main dining area by a ceiling height guard rail. Dining areas shall be equipped with a chemical agent drop port from the roof.

5.2.7 VISITATION Maximum Security Facilities have no contact visiting. All visiting is performed at windowed booths.

5.2.7.1 Area Requirements

5.2.7.1.1 Visitation Area. One visitation booth shall be provided for every 40 inmates. There shall be a manned officer station in the center of the public side of the visitation booths. Inmate side shall also contain search and staging areas.

5.2.7.1.2 Hygiene Areas. Toilets shall be provided for visitors and located in the adjacent lobby.

5.2.7.2 FF&E / Detention Equipment / Special Systems

5.2.7.2.1 Visitation Area. All visitation booths shall consist of a fixed stool for inmate and visitor and a speaking window. No phones or other appliances shall be used for communication.

5.2.8 FINISH SCHEDULE

Legend:	Floor:		
		CAR	Carpet
		CT	Ceramic Tile
		SC	Sealed Concrete
		VCT	Vinyl Composition Tile
		ICC	Integral Colored/Sealed Concrete

Base	CT	Ceramic Tile
	VIN	Vinyl Base
Walls	CONC	Concrete or masonry block
	GYP	Gypsum Board
	PE	Paint Enamel
Ceiling	AP	Acoustical Panel
	EXP	Exposed
	GYP	Gypsum Board

AREA	FLOOR	BASE	WALLS	CEILING	HT
Facility Control					
Office	CAR	VIN	GYP/PE	AP	9’-0”
Work Areas	ICC	VIN	GYP/PE	AP	9’-0”
Toilet	CT	CT	CT	GYP	8’-0”
Support	ICC	VIN	GYP/PE	GYP	8’-0”
Commissary					
Commissary	ICC	-	CONC/PE	EXP	-
Dining					
Dining	ICC	VIN	CONC/PE	EXP	-
Housing					
Pod/Day Room	ICC	-	CONC/PE	EXP	-
Showers	ICC	CT	CT	CONC	8’-0”
Support	ICC	-	CONC	GYP	8’-0”
Control	ICC	VIN	GYP/PE	AP	8’-0”
Cell	ICC	-	CONC/PE	CONC/PE	***8’0”***
Work Based Education					
Office	ICC	VIN	GYP/PE	AP	9’-0”
Work Areas	ICC	-	CONC	EXP	9’-0”
Toilets	CT	CT	CT	GYP	8’-0”
Support	ICC	-	CONC	EXP	-
Yard Control					
Control	ICC	VIN	CONC/PE	AP	8’-0”

Toilet	CT	CT	CT	AP	8’-0”
Support	ICC	VIN	CONC/PE	EXP	-

Part 6 – Complex

PART 6 – COMPLEX

6.1 COMPLEX ADMINISTRATION

To enhance the reduction of staffing needs and the duplication of certain support functions, prison units may be grouped within one major perimeter fence if topographic conditions permit or may be place in close proximity to one another.

Complex functions that include a complex warden=s staff; business procurement; armory and communications; internal investigations; warehouse; security; personnel inmate records; food factory; transportation; fuel island; vehicle maintenance; building maintenance; visitation; processing; health and in-patient care; and systems for domestic water supply and distribution; WWTP processing and collection, natural gas; electrical and telephone, CCTV.

Distribution may be grouped in a manner to increase their efficiency and in manner to serve all of the prison units. Spaces to contain these functions are designed and for the most part are located outside the main perimeter security fence in a manner to serve and service the units they support.

6.1.1 Area Requirements

6.1.1.1 Office / Work Areas The complex administration will contain the following areas:

Warden or Deputy Warden	200 s.f. office
A.D.W.	115 s.f. office
General Administrative Offices	100 s.f. office
Operations Offices	100 s.f. office
Reception and Administrative Support	300 s.f. open space workstation
Accounting	1200 s.f. open space/offices
Personnel	400 s.f. offices
Records	1680 s.f. opens space/offices
Education Offices	800 s.f. open space/offices
Inmate Phone Monitoring	200 s.f.
Staff Training	2000 s.f. classroom/offices
Inspection & Investigation	1025 s.f. offices
Complex Control	250 s.f.
Armory	650 s.f.

Record storage facility shall be located outside of the secure perimeter or in a secure portion of the Administration Building. Walls and ceilings, if not constructed of masonry block, shall be reinforced with expanded metal. Rooms shall have security doors, frames and locks.

$ Inmates are generally prohibited from accessing institutional records. *ARS ‘ 31-221.*

6.1.1.2 Hygiene Areas. The prison provides conveniently located staff facilities that are appropriately sized to meet the operational needs, including:

$ Toilets and wash basins that are not used by inmates
$
$ Female staff toilets, shower stalls, benches and 3 tier lockers proportioned according to the projected female staff complement

$ Male staff toilets/urinals, shower stalls, benches and 3 tier lockers proportioned according to the projected male staff complement

6.1.1.3 Support Areas. Additional spaces shall be provided in proportion to the size of the facility and the number of staff and shall include:

Conference Room	275 s.f.
Video / Office	160 s.f.
Copier Room	125 s.f.
Public Lobby	225 s.f.
Storage	As required

6.1.2 FF&E / Detention Equipment / Special Systems.

6.1.2.1 Office / Work Areas. Furniture shall be purchased from ACI and consist of modular f furniture systems.

A weapons storage locker shall be provided near the control room on the exterior of the building. There shall be a minimum of one locker for every ten employees. Administrative offices shall be protected by security barred windows and appropriate fencing. Access doors to staff support areas shall be mechanically/electrically controlled from the central control room and openings shall be provided with intercom stations on each side of the doors.

Special systems for the administrative area shall consist of video monitoring equipment and inmate telephone system monitoring station.

6.1.2.2 Hygiene Areas. The following items shall be provided at a facility administration building:

$ Female staff toilets, shower stalls, benches and 3 tier lockers proportioned according to the projected female staff complement
$ Male staff toilets/urinals, shower stalls, benches and 3 tier lockers proportioned according to the projected male staff complement
$ Central control shall have one dedicated unisex toilet.

6.1.2.3 Support Areas. The reception area shall be equipped with built-in millwork counter for visitor processing. The counter shall be designed to ADA accessibility requirements.

A metal detector shall be furnished in the lobby area for screening of visitors and staff. The metal detector shall enunciate in the control room.

6.2 COMPLEX MAINTENANCE

6.2.1 Area Requirements

6.2.1.1 Office / Work Areas. Maintenance area shall include a staff office (200 sf) with a staff toilet, secure tool storage, inmate toilet, general storage space and work areas. The size of maintenance shall be determined by the size (number of inmates) of the facility and shall be calculated on 9 sf/inmate. Separate areas shall consist of:

Staff Offices	Welding	HVAC
Locksmith	Tool Crib	Secure Storage
Carpentry shop	Plumbing	Indoor and Outdoor General Storage
Paint Storage	Electrical	Outdoor Work Area

6.2.1.2 Hygiene Areas. Separate toilet shall be provided for inmates and staff.

6.2.2 FF&E / Detention Equipment / Special Systems.

6.2.2.1 Office / Work Areas

6.2.2.2 Hygiene

6.2.2.3 Support

6.3 COMPLEX VEHICLE MAINTENANCE Vehicle maintenance is one of the services that are often contracted out. If the facility size or location warrants a vehicle maintenance facility, the number of vehicle repair bays will be determined by ADC on a project by project basis.

6.**3.1 Area requirements**.

6.3.1.1 Office / Work Areas. The main vehicle maintenance building, if required, shall contain the appropriate number of vehicle maintenance bays, supply and secure storage, tool room, auto technician office and exterior lube and wash bays.

6.3.1.2 Hygiene Areas. Separate toilet facilities shall be provided for staff and inmates.

6.3.1.3 Support Areas. Vehicle maintenance shall also contain the facility fire safety staff. That area shall consist of fire truck(s) storage, transportation office, fire safety office and break room for fire crew.

6.3.2 Equipment and Accessories. Standard equipment for vehicle maintenance shall consist of:

Compressed Air (tanks and racks)	One vehicle lift per bay
Drill Press	One work bench per bay
Balancer	Tire Changer
Alignment Machine	Brake Lathe

6.3.2.1 Office / Work Areas. Breakroom shall contain built-in millwork.

6.3.2.2 Hygiene Areas. In addition to separate toilet facilities for staff and inmates, a first aid eye wash area shall be included in the general vehicle maintenance area.

6.3.2.3 Support Areas. Fire safety shall contain auxiliary equipment to support the individual type

of vehicles to be stored (rescue, ladder truck, hose truck, etc.).

6.4 COMPLEX VISITOR PROCESSING

6.4.1 Area Requirements Complex visitor processing shall serve three functions: To process visitors, to process staff, and to provide a clothing changing area for staff.

6.4.1.1 Office / Work Areas The following spaces shall be designed into this area:

Control (identification check and package check)
Secure Storage
Staff Office (used as office and search room)
Staff physical training room

6.4.1.2 Hygiene Public toilets (men and women)and staff locker rooms (men and women)

6.4.2 FF&E/Detention Equipment / Special Systems

6.4.2.1 Office/Work Areas Turnstiles shall separate both visitors and staff from transportation pick up area. Turnstiles shall operate in one direction only – allowing egress onto the complex perimeter road and egress back into visitor processing. Staff and visitor areas shall be divided by chain link fencing. Metal detectors shall be located at the first turnstiles for egress to the complex perimeter road on both staff and visitor sides of the building.

6.5 COMPLEX INMATE PROCESSING

6.5.1 Area Requirements

6.5.1.1 Office / Work Areas The inmate processing area shall consist of the following spaces:

Property Search
Property Storage
Holding Cells (inside and outside)
Vehicle sallyport

6.5.1.2 Hygiene Separate unisex staff toilet shall be located adjacent to property search area and an inmate toilet will be located in the inmate processing room.

6.5.2 FF&E/Detention Equipment / Special Systems

6.5.2.1 Office/Work Areas The property search room shall be designed for package x-ray machine, while the property storage area shall contain racks for inmate personal property storage. Exterior holding pens (chain link enclosures) shall be located adjacent to the vehicle sallyport for immediate detention of inmates upon debarking transport vehicle. 80 s.f. interior holding cells shall be dry and accommodate one man each.

6.5.2.2 Hygiene A single occupancy, inmate toilet (handicap accessible) shall be located adjacent to the interior holding cells.

6.6 COMPLEX MEDICAL

6.6.1 Area Requirements

6.6.1.1 Office/Work Areas. The square footage for the medical facility shall be sized appropriately consistent or at minimum based on 6 sq. ft. per inmate in the Complex Medical Building and Nurse Call Area and with the activities of the unit and availability of out-sourced services. Within that area, the following spaces shall include:

Inmate holding cells (interior and exterior)
Secure Medication Storage
Pharmacy
Medical Records
Exam rooms
Emergency Treatment Room
Nurse Station
Medical Record Storage
Medication Room
Clean/Soiled Linen
Telemedia Exam Room
Library (Medical)
Blood Lab
Staff Offices
Staff Toilet/Locker rooms
Conference room
Staff Breakroom

In stand alone facilities, the medical facilities may include medical ward beds, single bed medical rooms and isolation rooms. Areas for visitation and fenced exercise shall provide segregation of inmates by classification and shall be covered by video monitoring.

Dental operatories shall be designed with a minimum of 2 chairs. Required areas are: operatories, lab, offices, x-ray, panorex, secure medication storage and equipment storage.

6.6.1.2 Hygiene Areas. Separate toilet facilities will be designed for inmates and staff. The ratio of handicap accessible toilets shall be governed by ADA Standards.

6.6.1.3 Support Areas. Medical shall contain storage for records, offices and break room for staff, laundry facilities for linens, holding cells for inmates, and secure medication storage.

6.6.2 FF&E/Detention Equipment / Special Systems.

6.6.2.1 Office/Work Areas. Institutions with temporary medical storage areas, shall locate such facilities outside of the secure perimeter or in a secure portion of the Administration Building. Rooms

shall have security doors, frames and locks. All sinks shall have plaster traps. A dispensary may be located within the secure perimeter for the purpose of dispensing of medication. The dispensary shall have:

X A secure pass through for the distribution of medical supplies to staff and inmates
X A speaking device/port
X Security doors, frames and locks

Nurse Station shall have the following detention grade components:

1.1 Security doors, frames and locks

Special systems for the medical shall include:

1.2 Security Control systems including door controls (from waiting area to internal corridors), intercom, and camera systems.
1.3 Fire alarm monitoring equipment.
1.4 Phone system
1.5 Radio System
1.6 Dedicated telecommunication cables for Telemedia communications
1.7 Nurse call system

Emergency shut-off systems shall be provided for all dental equipment.

Dental lab shall be furnished with built-in millwork counters and cabinets. All equipment for lab, x-ray and operatories shall be provided by ADC. All sinks to be provided with plaster traps.

6.6.2.2 Support Areas. Staff offices and support areas shall be separated from inmate occupied areas by secure corridors. Secure medication storage shall consist of masonry block wall construction with steel security door, frame and lock.

6.7 COMPLEX VEHICLE CONTROL - The main entry roadway to the Complex is to be designed to funnel all vehicle and pedestrian traffic through one Security Check Point, that becomes a portion of the four strand barbed wire barrier fence that delineates the prison boundary. The Complex Vehicle Control Building is a concrete block structure approximately 10' wide and 16' long, that is protected by a multitude of 8" ¢ concrete filled pipe columns 4'0" O.C. around entire building exterior.- 4'0" above grade. The building is air conditioned and heated by a heat pump, has window visibility on all three sides facing in coming traffic, has a minimal sized toilet room facing exiting traffic, with a control facing in coming traffic and doors on both sides. Drinking fountain, colored concrete floor, rubber base and 2" insulated walls faced with drywall finishes the inside.

The design is to include double vehicle on the entry and exit with manually operated lift arms. The second lane is to be used for emergency vehicles. A 10 car parking area is to be provided outside the barbed wire fence to be used a holding area for visitors that need to be escorted.

6.8 FINISH SCHEDULE

Legend:	Floors	CAR	Carpet
		CT	Ceramic Tile
		SC	Sealed Concrete
		VCT	Vinyl Composition Tile

ICC – Integral Colored/Sealed Concrete

Base	CT	Ceramic Tile
	VIN	Vinyl Base
Walls	CL	Chain Link
	CONC	Concrete or masonry block
	GYP	Gypsum Board
	PE	Paint Enamel
Ceiling	AP	Acoustical Panel
	EXP	Exposed
	GYP	Gypsum Board
	SHC	Shade Cloth
	GYP/SM	Gypsum Board and Security Mesh

AREA	FLOOR	BASE	WALLS	CEILING	HT
Administration					
Office	CAR	VIN	GYP/PE	AP	9'-0"
Open Work Areas	ICC	VIN	GYP/PE	AP	9'-0"
Toilet	CT	CT	CT	AP	9'-0"
Support	ICC	VIN	GYP/PE	AP	9'-0"
Maintenance					
Office	ICC	VIN	CONC/PE	AP	9'-0"
Work Areas	ICC	-	CONC	EXP	-
Toilets	CT	CT	CT	AP	9'-0"
Vehicle Maintenance					
Office	ICC	VIN	CONC/PE	AP	9'-0"
Work Areas	ICC	-	CONC	EXP	-
Toilets	CT	CT	CT	AP	8'-0"
Support	ICC	-	CONC	EXP	-
Visitor Processing					
Office / Control	ICC	VIN	GYP/PE	AP	8'-0"
Public Toilets	CT	CT	CT	AP	8'-0"
Staff Locker rooms	ICC	VIN	CONC/PE	AP	8'-0"
Staff Toilets	CT	CT	CT	AP	8'-0"

AREA	FLOOR	BASE	WALLS	CEILING	HT
Inmate Processing					
Office	ICC	VIN	GYP/PE	AP	8'-0"
Exterior Holding	ICC	-	CL	SHC	12'-0"
Interior Holding	ICC	-	CONC	CONC	12'-0"
Toilet	CT	CT	CT	AP	8'-0"
Support	ICC	-	CONC	EXP	8'-0"
Medical					
Office	CAR	VIN	GYP/PE	AP	9'-0"
Work Areas	VCT	VIN	GYP/PE	AP	9'-0"
Toilets	CT	CT	CT	AP	8'-0"
Support	ICC	-	CONC	EXP	9'-0"
Inmate Holding (Interior)	ICC	-	CONC/PE	EXP	-
Medication Storage	ICC	VIN	CONC	GYP/SM	-
Inmate Holding (Exterior)	ICC	-	CL	SHC	12'-0"
Nurse Call Area	ICC	VIN	GYP/PE	AD	9’0”

Part 7 - Appendix

PART 7 - APPENDIX

7.1 APPENDIX I - REGULATORY CODES

7.1.1 Federal, Statutory And Regulatory

Arizona .Revised .Statute. (A.R.S.) 34 et. Seg. , Public Buildings and Improvements.

A.R.S. 34-452, Solar design standards for state buildings; energy life cycle costing.

A.R.S. 34-461, Applicability of local codes, exceptions, definition.

A.R.S. 36-136, *Powers and duties of Director; compensation of personnel*. (Department of Health Services)

A.R.S. 37-321, *Permission required for person other than holder of certificate of purchase to make improvements; forfeiture for failure to obtain permission; report of improvements.*

A.R.S. 40-441, *Commission safety regulations, rules and orders; definitions. (Pipeline Safety)*

A.R.S. 41-511.04, *Duties; board; partnership fund; state historic preservation officer*. (State Board of Historic Preservation)

A.R.S. 41-790, et al, Management of State Properties.

A.R.S. 41- 844, Duty to report discoveries; disposition of discoveries, definitions. (Archeological Discoveries)

A.R.S. 41-861, Agency responsibilities. (Historic Preservation)

A.R.S. 41-1492 et seq, Public Accommodation and Services.

A.R.S. 41-2151, *et al, Office of Manufactured Housing; purpose*.

A.R.S. 41-2161, et al, Office of State Fire Marshal.

A.R.S. 41-2163, Powers and duties, arson investigators.

A.R.S. 45-101, et al, Department of Water Resources.

A.R.S. 49-104, *Powers and duties of the department and director. (Arizona Department of Environmental Quality)*

A.A.C. R18-2-1101 through R18-2-1101, Federal Hazardous Air Pollutants.

40 CFR Part 61, National Emission Standards for Hazardous Air Pollutants; Asbestos NESHAP Revision; Final Rule.

Appendix A, Subpart F, 40 CFR Part 763, Section 1, Polarized Light Microscopy (PLM)

Americans With Disabilities Act of 1990, Titles I-V.

7.1.2 Building Fire Code And Safety

Uniform Fire Code Standards- 1988Ed

Uniform Building Code

Uniform Mechanical Code

Uniform Pluming Code

Occupational, Safety and Health Administration Standards.

American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc., (ASHRAE)
* Design reviews will conform to local City and County Codes of Jurisdiction.

7.1.3 Uniform Fire Code-1988 Ed.

NFPA#10 Portable Fire Extinguishers-1988Ed
NFPA# 12A Halon 1301Fire Extinguishing System -1987Ed.
NFPA# 12B Halon 1211 Fire Extinguishing Systems-1985Ed.
NFPA# 13 Installation of Sprinkler Systems-1989Ed.
NFPA# 13 Inspection, Testing and Maintenance of Sprinkler Systems-1987Ed.
NFPA#13R Installation of Sprinkler System in Residential Occupancies up to Four Stories Height-1989Ed.
NFPA# 14 Standpipe & Hose Systems-1986Ed.
NFPA# 15 Water Spray Fixed Systems-1985Ed.
NFPA# 16 Foam Water Spray Systems-1986Ed.
NFPA# 17 Dry Chemical Extinguishing Systems-1985Ed.
NFPA# 17A Wet Chemical Extinguishing Systems-1985Ed.
NFPA# 20 Centrifugal Fire Pumps -1987Ed.
NFPA# 22 Water Tanks For Private Fire Protection-1987Ed.
NFPA# 24 Private Fire Service Mains-1987Ed.
NFPA# 26 Valves Controlling Water Supplies for Fire Protection-1988Ed.
NFPA# 51B Cutting & Welding Processes-1984Ed.
NFPA# 58 Liquefied Petroleum Gases-1989Ed.
NFPA# 70 National Electrical Code-1987Ed.
NFPA# 71 Installation, Maintenance and Use of Central Station Signaling System-1987Ed.
NFPA# 71A Local Protective Signaling Systems-1987Ed.
NFPA# 72B Auxiliary Protective Signaling Systems-1986Ed.
NFPA# 72C Remote Station Protective Signaling Systems-1986Ed.
NFPA# 72D Proprietary Protective Signaling Systems-1986Ed.
NFPA# 72E Automatic Fire Detectors-1987Ed.
NFPA# 72H Testing Procedures for Local, Auxiliary, Remote Station and Proprietary Protective Signaling Systems-1988Ed.
NFPA# 80 Fire Doors and Windows-1986Ed.

NFPA# 86 Ovens and Furnaces, Design, Location, and Equipment-1985Ed.
NFPA# 90A Air Conditioning and Ventilating Systems-1985Ed.

NFPA# 91 Blower and Exhaust System-1983Ed.
NFPA# 96 Removal of Smoke and Grease-Laden Vapors From Commercial Cooking Equipment-1987Ed.
NFPA#110 Emergency Power
NFPA# 231 Indoor General Storage-1987Ed.
NFPA# 231C Rack Storage of Materials-1986Ed.
NFPA# 303 Fire Protection Standard for Malians and Boatyards-1986Ed.
NFPA# 407 Aircraft Fuel Service-1985Ed.
NFPA# 409 Aircraft Hangars-1985Ed.
NFPA# 490 Ammonium Nitrate, Storage of -1986Ed.
NFPA# 498 Explosive Motor Vehicle Terminals-1986Ed.
NFPA# 651 Aluminum and Magnesium Powder-1987Ed
NFPA# 704 Identification of the Fire Hazards of Materials-1985Ed.
NFPA# 1231 Water Supplies For Rural& Suburban Fire Fighting-1984Ed.
State Fire Marshal Approved Modifications

7.2 APPENDIX II – CLASSIFICATION OF INMATES - RISK LEVELS DEFINED

ARIZONA DEPARTMENT OF CORRECTIONS

DIRECTOR'S OFFICE

MEMORANDUM

TO: DISTRIBUTION
FROM: Dora Schriro, Director
DATE: October 25, 2005
SUBJECT: Director's Instruction # 232, Modification to Department Order 801, Inmate Classification

Effective immediately, this Director's Instruction supersedes Department Order 801, Inmate Classification dated March 3, 2001.

TABLE OF CONTENTS

PURPOSE

The purpose of this Department Order is to outline the inmate classification system and the process for the classification of inmates according to their security risk. This process shall consider behavior and other objective factors that are available and relevant when assessing an inmate's institutional custody needs. Inmates shall be placed at the lowest custody level necessary to ensure the safety and security of persons, the institution**,** and the community. Inmates shall be placed at institutions that are consistent with their custody classification.

PROCEDURES

801.01 CLASSIFICATION SYSTEM

1.1 Correctional Officer III's (CO III) and Correctional Officer IV's (CO IV) personnel shall complete all initial classification and reclassification assessments. Although the objective classification process is comprehensive, it still requires the application of sound, correctional judgment.

1.2 Every custody decision is individually decided. It is important to assess each inmate to ensure the inmate is appropriate for the assigned custody level.

1.3 The CO III and/or CO IV may recommend custody overrides for an increase or decrease in custody assignment. A recommendation for an override shall be approved by the Deputy Warden or designee and forwarded to the Central Office Classification Administrator or designee for approval.

1.4 The CO III or CO IV shall:

1.4.1 Complete the initial classification/reclassification assessment.

1.4.2 Recommend custody level, institution assignment, needs assessment and release credits earning class.

1.4.3 Written justification shall be provided if an override is recommended.

1.5 The Deputy Warden or designee shall review the CO III/CO IV recommendations. All scoring/recommendations shall be entered on AIMS. The Deputy Warden or designee shall approve or deny the CO III recommendations. The Deputy Warden or designee's decision is final except for:

1.5.1 Overrides and/or placement in maximum custody institution;

1.5.2 Decisions independently initiated and finalized by Central Office Classification.

1.6 The inmate classification system rates inmates in four custody levels, as follows:

1.6.1 Maximum Custody is the highest risk to the public and staff of escapes or committing violence and requires housing in a secure cell setting. These inmates have limited work opportunities within the secure perimeter and require frequent monitoring. All inmates placed in maximum custody require approval by the Central Classification Administrator or designee, as outlined in 801.05 through 801.06, of this Department Order.

1.6.2 Close Custody is at high risk to the public of escapes or committing violence and requires housing in a secure institution. These inmates may not work in an outside assignment and require controlled movement within the institution.

1.6.3 Medium Custody is a moderate risk to the public of escapes or committing violence. These inmates may not work outside the secure perimeter and do not require controlled movement within the institution.

1.6.4 Minimum Custody is a low risk to the public of escapes or committing violence while outside the prison perimeter, including community work crews. Minimum custody inmates may not have more than five years to serve to their earliest release date, not have a current sex offense, or a felony detainer.

1.7 Inmates shall be initially classified at the Intake and Reception Assessment Centers of the Department.

1.8 Inmates shall be reclassified every 12 months, unless there is a significant change in the inmate's status, such as certain disciplinary rule violations, sentence reductions, additional sentences, changes in release eligibility or any other event driven criteria requiring review of the inmate's custody rating.

1.9 Custody classification process is an objective, standardized rating system. There is no due process required for initial/reclassification ratings or institutional assignments except for inmates classified for placement at a maximum custody institutions.

1.10 Inmates returned to the Department with a new offense who were on Community Supervision or in any Department release status at the time the new offense was committed shall be classified in the same manner as any new admission to the Department.

1.11 Inmates returned to the Department, as the result of technical violations of either parole or a supervised release shall be classified using the reclassification instrument.

801.02 INITIAL CUSTODY CLASSIFICATION SCORING CRITERIA

1.1 The following rating criteria shall be used for determining the custody levels for initial classifications:

1.1.1 Most serious current offense

1.1.2 Most serious prior/other offense

1.1.3 Escape history

1.1.4 History of institutional violence

1.1.5 Gang affiliation status

1.1.6 Current age

1.2 The following rating criteria shall be used for determining the custody levels for reclassifications:

1.2.1 Most serious current offense

1.2.2 Most serious prior/other offense

1.2.3 Escape history

1.2.4 Discipline violence history

1.2.5 Gang affiliation status

1.2.6 Current age

1.2.7 Program performance

1.3 In addition to the custody level, the following factors affect the lowest possible custody assignment:

1.3.1 Death Sentence – requires maximum custody

1.3.2 Life Sentence 0-1 years served – maximum custody

1.3.3 Life Sentence 2-4 years served – no less than close custody

1.3.4 Life Sentence 5 or more years served – no less than medium custody

1.3.5 Validated un-renounced Security Threat Group (STG) – no less than maximum custody

1.3.6 Validated renounced STG – no less than close custody

1.3.7 5 or more years remaining to be served – no less than medium custody

1.3.8 Current Sex Offender – no less than medium custody

1.3.9 Felony Detainer – no less than medium custody

801.03 CLASSIFICATION PROCESS

1.1 Each inmate is assigned a Classification Officer (CO III) who shall:

1.1.1 Perform the initial assessment for the initial custody placement, internal risk and institutional assignment. This assessment consists of a battery of tests, an in-depth interview with the inmate, and detailed evaluation of court documents and information acquired from other agencies concerning the inmate's background and criminal history.

1.1.2 Review AIMS for medical, mental health and education scores, assessed and entered on AIMS by qualified staff, and ensure they are entered on the DI59 Classification screen. See the Needs Assessment section of the 801, Inmate Classification Technical Manual for medical, mental health and education score definitions.

1.1.3 Conduct interview(s) with the inmate to obtain required information. Information gathered shall be used with available documentation, such as commitment papers, FBI rap sheets, NCIC check results, detainer information, test results, pre-sentence investigation reports, and probation officer reports, to develop the information required for the inmate's initial classification. During the interview, the Classification Officer III shall explain to the inmate how the Custody Classification and Internal Risk Scores are determined and to inform the inmate there is no due process for classification, unless it is determined that custody classification recommendation is placement in a maximum custody institution.

801.04 CLASSIFICATION OVERRIDES

1.1 Discretionary Overrides

1.1.1 The COIII, Deputy Warden, or Deputy Warden's designee may recommend custody Discretionary Overrides to Central Classification. Authorized staff may decide to recommend a Discretionary Override based on the file review, interaction with the inmate, incident reports, investigations, etc. If an override is recommended, the documentation shall meet the guidelines listed in 1.2 through 1.8.5 of this section. All Discretionary Overrides require a review and final decision by Central Office Classification. Additionally, Central Office Classification has the authority to independently initiate and finalize custody and/or internal risk actions.

1.2 Discretionary Overrides - Increase

1.2.1 An increase in the inmate's custody level may be recommended whenever the inmate's behavior or new information indicates increased security measures are appropriate to ensure the safety of the public, staff, and/or other inmates.

1.3 Custody Override Types

1.3.1 Evidence of aggravating circumstances shall have written documentation from disciplinary reports, information reports, Administrative Investigations Unit (AIU) and Criminal Investigations Unit (CIU) staff reports, Protective Segregation investigations, and/or other sources.

1.3.2 Escape Risk - The inmate is suspected of planning to escape or assist others in an escape attempt, or inmate's extensive history of escapes or seriousness of escape(s) indicates the inmate is currently an escape risk and increased supervision is required.

1.3.3 Security Risk - The inmate's current custody risk due to violence or disruption of institutional operations.

1.3.3.1 The inmate is suspected of organizing or planning to participate in institutional violence against other inmates, staff, or public, or the inmate's extensive history of institutional violence indicates the inmate is currently a security risk and increased supervision is required.

1.3.3.2 The inmate is suspected of organizing or planning to participate in disruptive activities, such as accessing department computers, records office, medical supplies, sensitive documents, etc., or the inmate's extensive history of institutional disruption indicates the inmate is currently a security risk and increased supervision is required.

1.3.4 High Profile - The inmate received intense media coverage and increased security is required to ensure public confidence and decrease public risk.

1.3.5 Offense Aggravated - The circumstances of the current offense or a prior/other offense is depicted as heinous and suggests that the custody level must be increased to ensure public safety, or the inmate's current and prior criminal record is both extensive, violent and suggests that that the custody level shall be increased to ensure public safety.

1.3.6 Other Major Reason - Substantial justification that the inmate is currently a risk to the public, staff, or other inmates and increased supervision is required. Justification may not duplicate any other override reason(s) or standard criteria.

1.4 Custody Overrides – Decrease

1.4.1 A decrease in the inmate's custody level may be recommended when:

1.4.1.1 New information becomes known.

1.4.1.2 The inmate's behavior indicates that the inmate can function in a less secure environment.

1.4.1.3 The inmate is not a threat to the safety of the public, staff, and/or other recommended level of supervision.

1.5 Types of Custody Override Decreases

1.5.1 Mitigating circumstances shall include a specific written summary clearly explaining how the inmate meets the specific mitigating override criteria.

1.5.2 Code 61, Offense Mitigated - The inmate's current offense circumstances are not considered so serious that the inmate cannot function in a less secure environment or the inmate does not have an extensive arrest history and the record of past violence is not considered to be a pattern that should prevent the inmate from functioning in a less secure environment.

1.5.3 Code 79, Other Major Reason - Substantial justification which clearly provides evidence that the inmate is not currently a risk to the public, staff, or other inmates and can safely function in a less secure environment. Justification may not duplicate any other override reason(s) or standard criteria.

1.6 Drug Trafficking, Extortion and Gang Activity

1.6.1 In cases involving independent drug trafficking or extortion, substantial evidence shall be documented in incident reports and/or from other sources. Gang involvement shall specifically document that the inmate is currently communicating with known, actively involved gang members. Communication is taken to include intercepted notes, correspondence, and telephone calls and third party communication, which may be used to pass information to and from gang members.

1.6.2 Corroborating evidence from at least two independent confidential informant sources, or incident reports from staff who may have overheard conversations between gang members, etc., shall be considered.

1.6.2.1 Corroborating physical evidence in the form of drug trafficking customer lists and payments, documented indications of extortion attempts, gang paraphernalia, fresh or very recent gang related tattoos, or tattoo art, any gang bookkeeping evidence which may be confiscated such as protection lists, gambling or drug debts, etc. shall be considered.

1.6.2.2 Administrative Investigations Unit, CIU staff, or other confidential information shall be considered vital, when collecting evidence of communication to support active gang involvement, individual extortion or drug trafficking.

1.7 Use of Confidential Informant Information

1.7.1 When information from a confidential source shall be used, the confidential source shall be protected without possible compromise, and the Confidential Informant Reliability Assessment Questionnaire, Form 801-3, shall be completed accurately to document the evaluation of the confidential informant's reliability and reviewed by the unit's Special Security Unit (SSU) Officer.

1.7.1.1 Custody overrides shall not be based solely on confidential information. Additional documentation shall be provided fully explaining why the inmate requires increased supervision to support the need for a recommended custody override.

1.8 Do Not House With Verification Process:

1.8.1 Inmates shall not be housed in an institution with a "Do Not House With" (DNHW) where there is the possibility that the "DNHW" inmates may have to share housing cells, institutional activities, meals or transport.

1.8.2 Inmates may be assigned to units where the inmates can be separated by pod, building or where the unit yards are separated by a physical barrier and can be managed separately where controlled movement exists to the extent that inmates do not have any access to each other.

1.8.3 The Deputy Warden/Administrator shall take reasonable measures so that the inmates who cannot be housed together do not participate in any institutional activities together.

1.8.4 The Deputy Warden/Administrator shall submit a memorandum, to either the Protective Segregation Administrator or to the Central Classification office, depending on the application. All supporting documentation must be included establishing the validity or the invalidity of the "Do Not House With" entry with a request to add or remove an inmate from the AIMS DI37, Do Not House With screen.

1.8.5 Central Classification staff shall review all DNHW memoranda and in cases where proper documentation was not submitted for verification, Central Office Classification staff shall request supporting documentation. Central Classification staff shall add and remove names to the DI37 DNHW screen. The Protective Segregation Administrator shall make entries to the DI37 DNHW screen as part of the Protective Segregation (PS) process.

801.05 CRITERIA GOVERNING PLACEMENT IN MAXIMUM SECURITY

1.1. This section of the policy is to define the custody classification procedures for placing inmates in maximum custody. It applies to inmates placed at ASPC-Eyman, SMUI, SMUII, ASPC-Florence Central Unit and ASPC-Perryville SMU. It also applies to inmates with death sentences.

1.2 Placement in a maximum custody classification pertains to inmates who commit or lead others to commit violent, disruptive, predatory, riotous actions, seriousness of committing offense or who otherwise pose a serious threat to the security of the institution as set forth in the established classification scoring instrument.

1.3 The inmate has demonstrated physically or sexually assaultive and/or predatory behavior resulting in either serious physical injury or death to any person, or in an attempt to sexually assault any person, or to cause serious physical injury or death to any person. An inmate has demonstrated behavior such as but not limited to the following:

1.3.1 Physically assaulted another resulting in serious physical harm.

1.3.2 Assaulted or attempted to assault another with a deadly weapon.

1.3.3 Compelled or attempted to compel another to perform sexual acts, engage in sexual conduct or sexual contact, or submit to sexual contact, all by force or threat of force.

1.3.4 Compelled or coerced another, by force or the threat of serious physical harm or death, to provide anything of value, to perform any act, or to violate any rule.

1.3.5 The nature of the criminal offense committed prior to incarceration constitutes a current threat to the security and orderly operation of the institution and to the safety of others, for example, serious assaults against law enforcement, participation in organized criminal activity or actions indicating a serious escape risk, Murder 1st degree.

801.06 PROCEDURES FOR MAXIMUM SECURITY PLACEMENT - THE HEARING PROCESS

1.1 The Warden, Deputy Warden, Associate Deputy Warden, Major, Captain or CO III/IV may initiate request for placement into a maximum-security institution. The person initiating the request shall:

1.1.1 Document the reason(s) for the request on Maximum Custody Placement Recommendation/Approval, Form 801-7.

1.1.2 Serve the inmate with the Notice of Hearing and Inmate Rights, Form 801-6, and a Request for Witness, Form 801-2, at least 48 hours prior to the commencement of the hearing. The Notice of Hearing and Inmate Rights shall include all of the reasons for the proposed placement and a summary of the evidence relied on.

1.1.2.1 If the requestor intends to use the statement of a witness whose identity it intends to withhold, the written notice shall indicate the requestor's reliance and disclose as much of the substance of the information without jeopardizing the safety of persons or institutional security. This form is provided to the inmate at the time the Notice of Hearing and Inmate Rights is served.

1.1.3 The forms and packet shall be forwarded to the Deputy Warden who either approves or denies the recommendation.

1.1.3.1 If the recommendation to place in maximum custody is denied, the process is complete.

1.1.3.2 If the recommendation to place in maximum custody is approved, the packet is forwarded to the Warden.

1.1.4 The packet shall be forwarded to the Warden who either approves or denies the recommendation.

1.1.4.1 If the recommendation to place in maximum custody is denied, the process is complete.

1.1.4.2 If the recommendation to place in maximum custody is approved, the packet shall be forwarded to the Central Classification Administrator.

1.1.5 The Central Classification Administrator or designee has final authority. If approved the inmate shall be placed in a maximum custody institution.

1.1.6 The inmate shall be notified of the decision made by the Central Classification Administrator or designee and provided a Notice of Appeal – Maximum Custody Placement, Form 801-8.

1.1.7 Inmates initially classified at a Reception Center may be transferred to a Maximum custody institution if Classification Officer(s) recommend that the inmate be placed in maximum custody. The inmate shall remain in this status no longer than thirty (30) days prior to the completion of the process. The Correctional Officer(s) at the Reception Center shall ensure all documentation is provided to the Maximum Custody institution. Requests for an extension to this time frame shall be submitted in writing to the Offender Services Administrator or designee for approval.

1.1.8 Inmates who are being reclassified to maximum custody shall be placed in Administrative Detention for no more than thirty (30) days prior to completion of the process and final approval from Central Classification. Requests for an extension to this time frame shall be submitted in writing to the Offender Services Administrator or designee for approval.

1.2 Administrative Appeals

1.2.1 No person who approves an inmate placement in maximum custody shall decide, or take part in deciding, the inmate's appeal to Central Classification.

1.2.2 The inmate shall submit a written appeal to Offender Services Administrator within fifteen days following the Central Classification Administrator or designee's decision.

1.2.3 If the Offender Services Administrator or designee intends to rely on a statement that previously was not made known to the inmate, the substance of such information shall be disclosed to the inmate. Before using such information, the Offender Services Administrator or designee shall provide the inmate with a reasonable opportunity to respond with a written statement and/or the submission of documentary evidence.

1.2.4 If the Offender Services Administrator or designee wishes to withhold the identity of a witness whose statement is being used, the Administrator or designee shall inform the inmate of such reliance and disclose the substance of the information without jeopardizing the safety of person(s) or institutional security.

1.2.5 The Offender Services Administrator or designee shall prepare a written statement, which shall include the final decision, the reasons for the decision and the evidence relied upon. A copy of the final decision shall be provided to the inmate.

1.2.6 The Offender Services Administrator's decision is final.

1.3 Inmates assigned to maximum custody receive review after 60 and 180 days of their placement in maximum custody, conducted by a designated a staff member, to determine if maximum custody placement is still required. If it is determined the inmate no longer requires maximum custody placement; he/she shall prepare a written recommendation to the Warden to have the inmate transferred to a lower security facility. If the Warden agrees, they will forward the transfer recommendation to Central Office Offender Services, Classification for appropriate action. If the inmate is deemed appropriately placed, the placement will be reviewed on an annual basis.

IMPLEMENTATION

The Division Director for Program Services shall maintain the 801-T-OPS, Inmate Classification Technical Manual that provides specific direction and criteria for all custody classification actions and related functions. The Inmate Custody manual shall, at a minimum:

Include specific direction for completing and distributing forms associated with the classification system including forms developed to address processes outlined in the manual.

Be updated with changes as required to meet developing Departmental needs for inmate classification.

FORMS LIST

801-1, Initial Custody Classification Worksheet

801-2, Reclassification Custody Worksheet

801-3, Initial and Reclassification Internal Risk Score-sheet

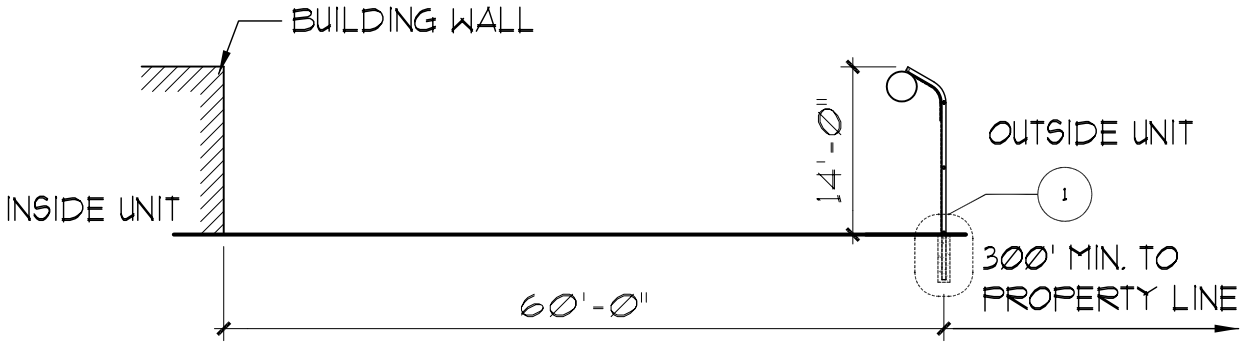
801-4, Confidential Informant Reliability Assessment Questionnaire (CIRAQ)

801-6, Notice of Hearing and Inmate Rights (Proposed Maximum Custody Placement)

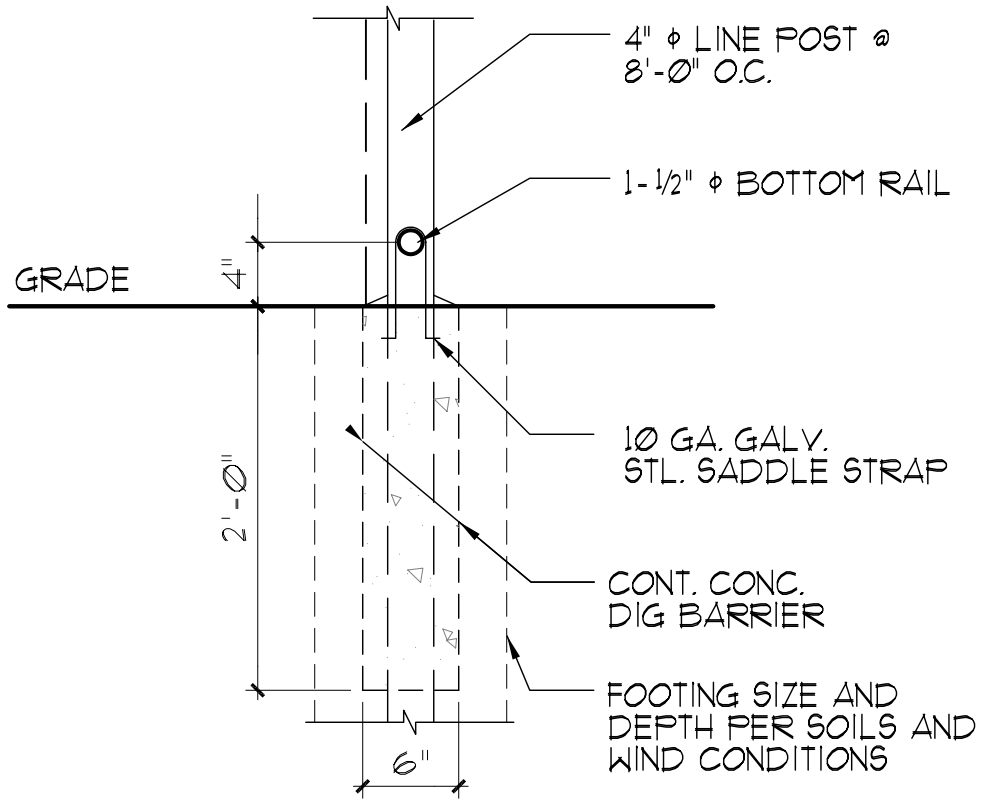
801-7, Maximum Custody Placement Recommendation/Approval

801-8, Notice of Appeal – Maximum Custody Placement

801-9, Request for Witness



CURRENT MINIMUM CUSTODY LEVEL
PERIMETER SECURITY FENCE



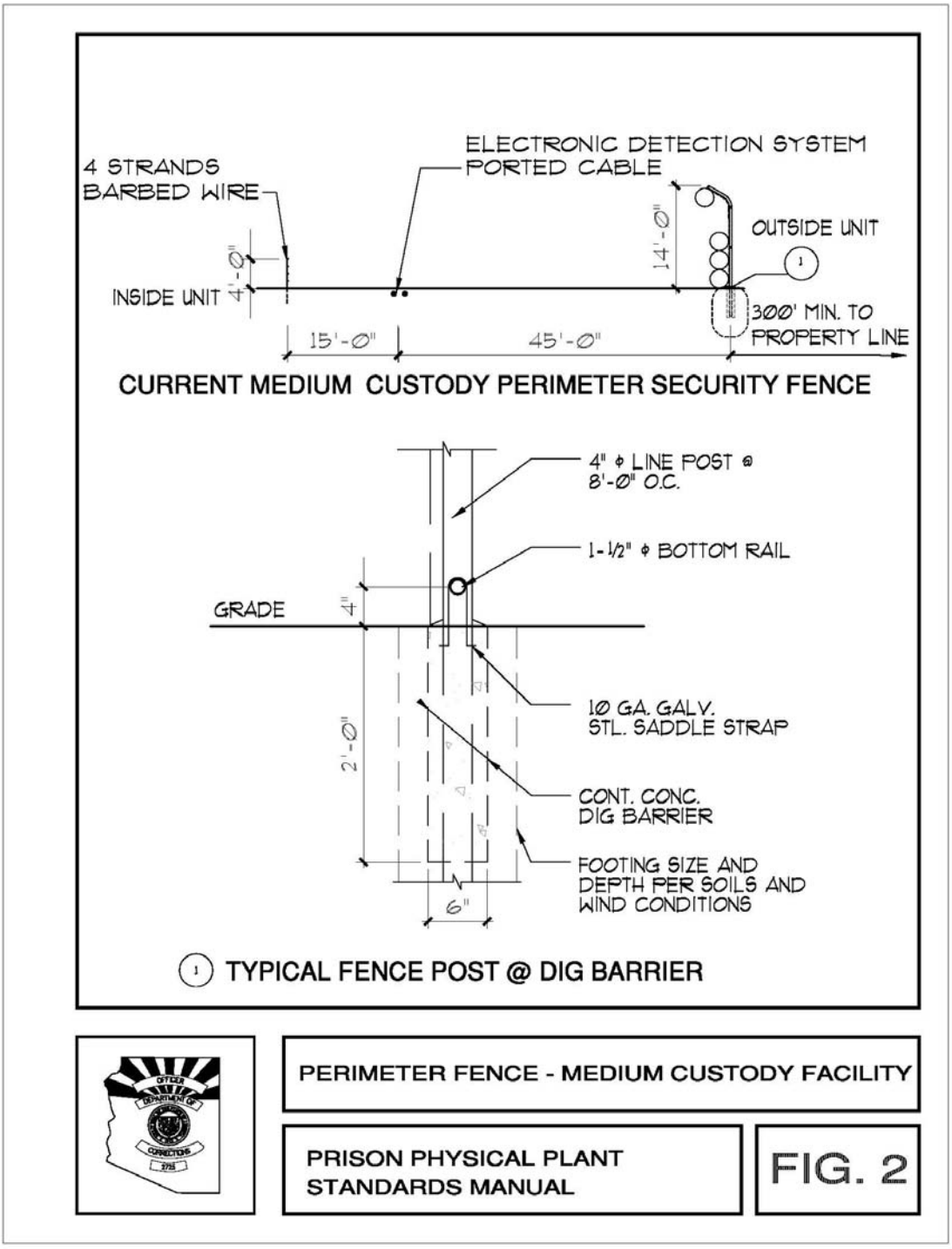
(1) **TYPICAL FENCE POST @ DIG BARRIER**

PERIMETER FENCE
MINIMUM CUSTODY LEVEL

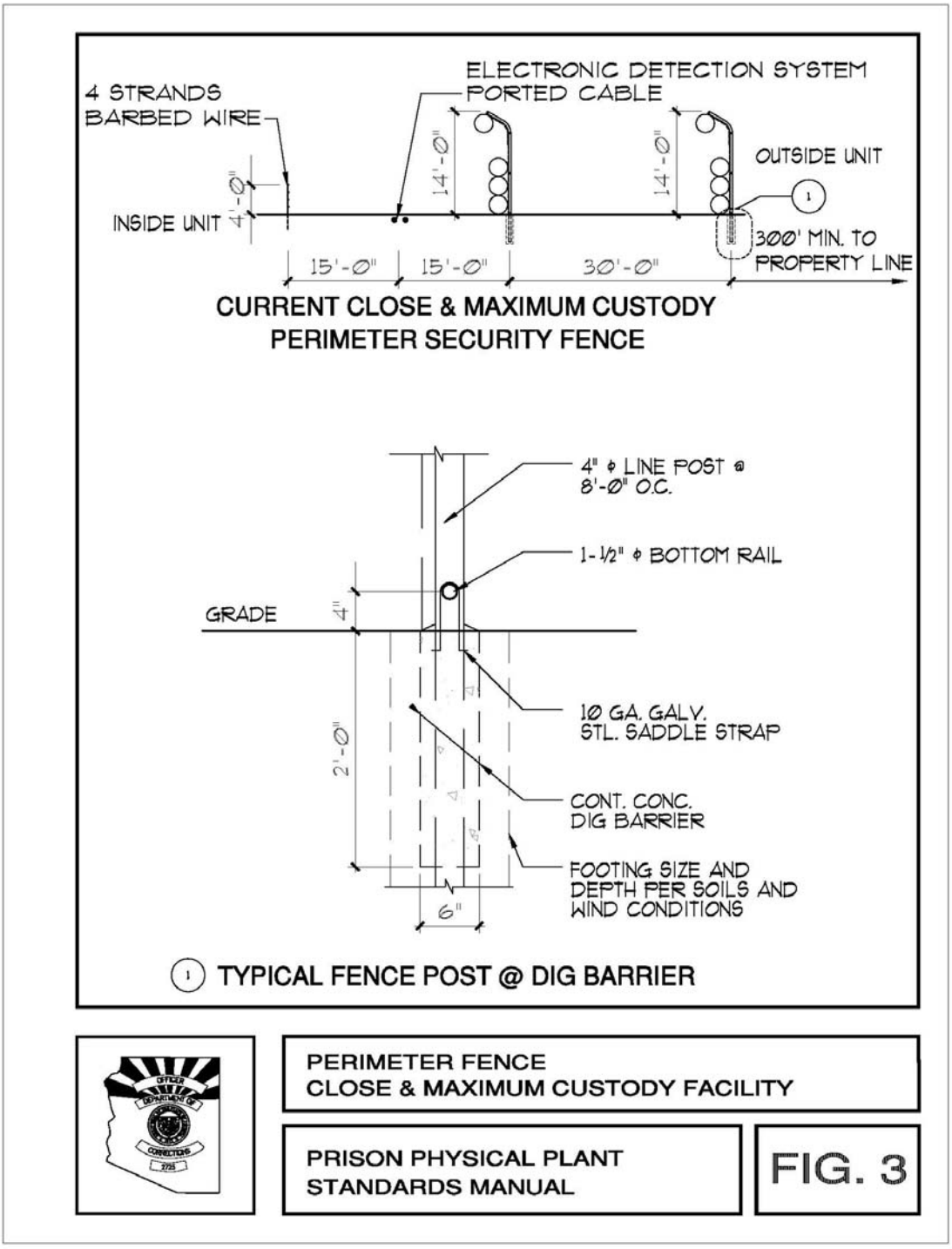
PRISON PHYSICAL PLANT
STANDARDS MANUAL

FIG. 1

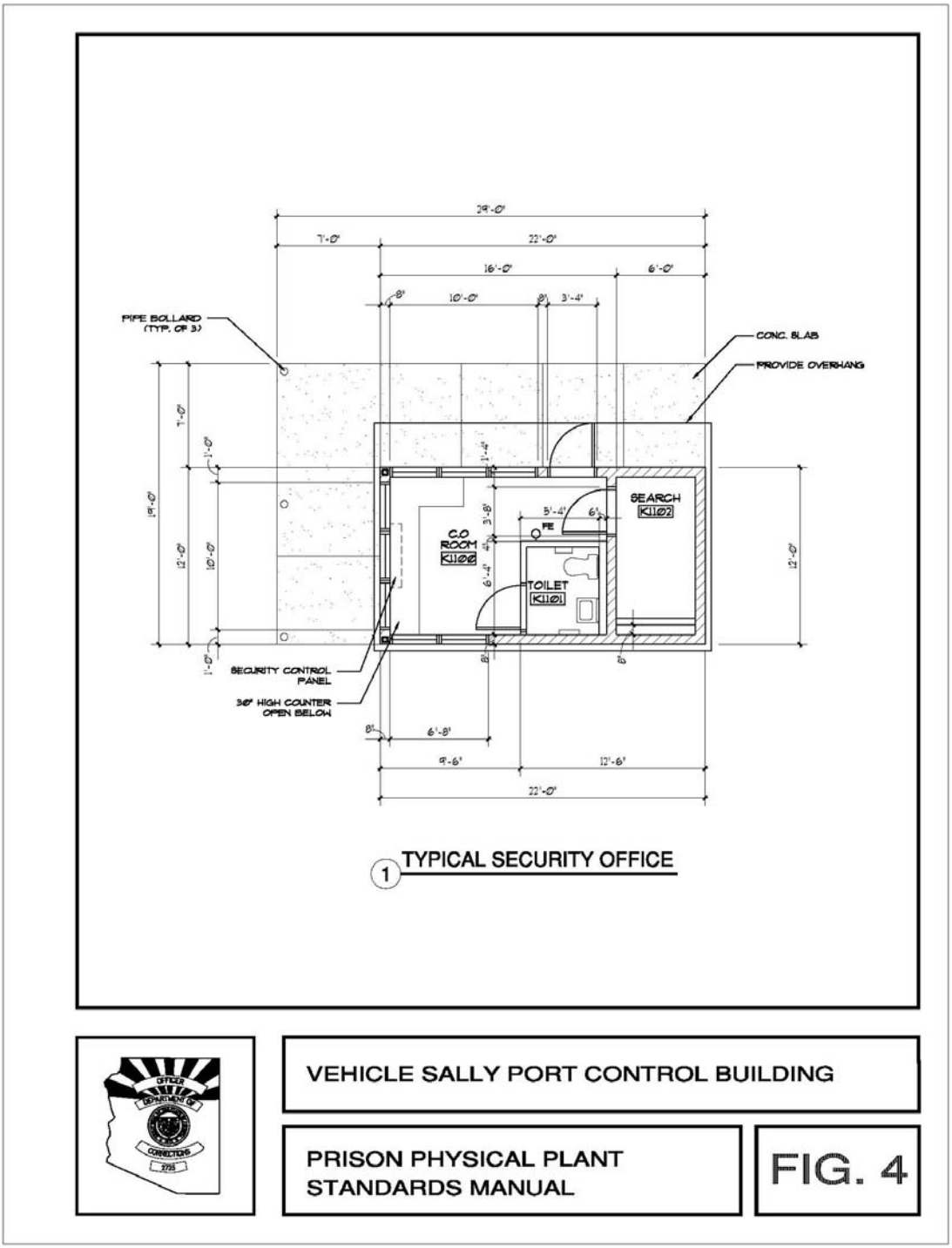
7.3.2 FIGURE 2 MEDIUM CUSTODY FENCE



7.3.3 FIGURE 3 MAXIMUM CUSTODY FENCE

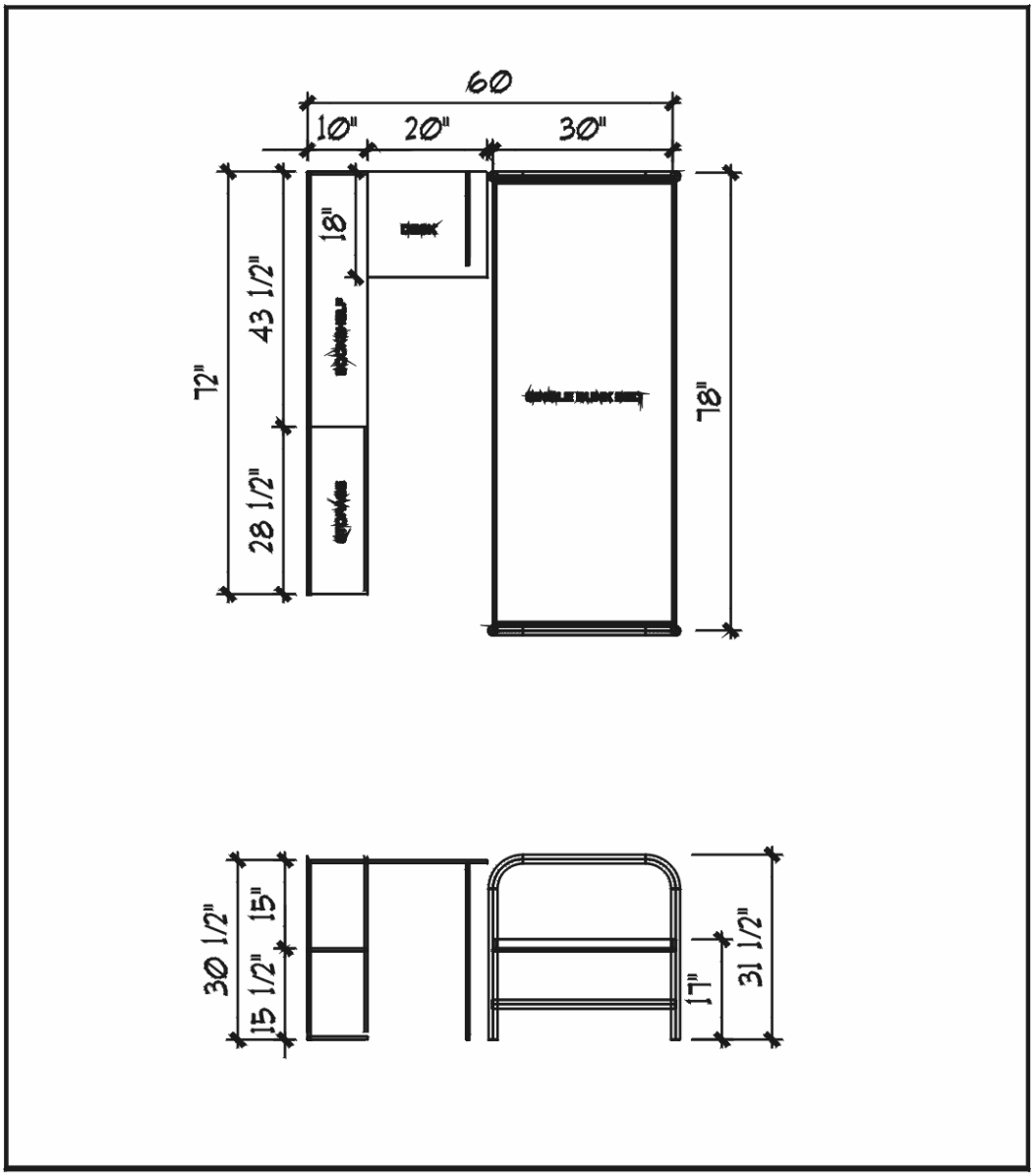


7.3.4 FIGURE 4 VEHICLE SALLYPORT GATE



7.4 APPENDEX IV – FURNITURE

7.4.1 FIGURE 1 ACI BUNK BED/DESK/STORAGE

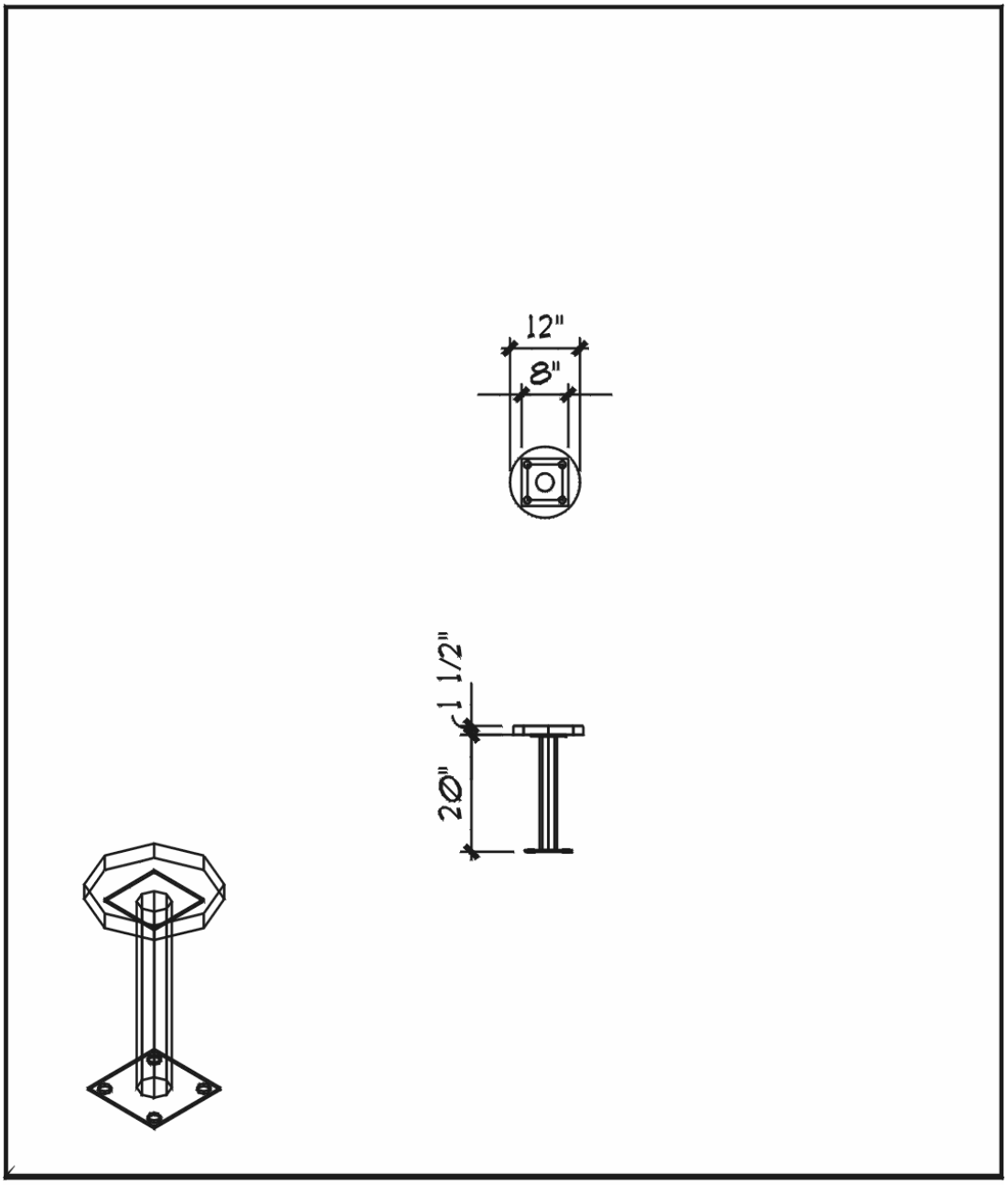


ACI BUNK BED / DESK / STORAGE

PRISON PHYSICAL PLANT STANDARDS MANUAL

FIG. 1

7.4.2 FIGURE 2 INMATE STOOL

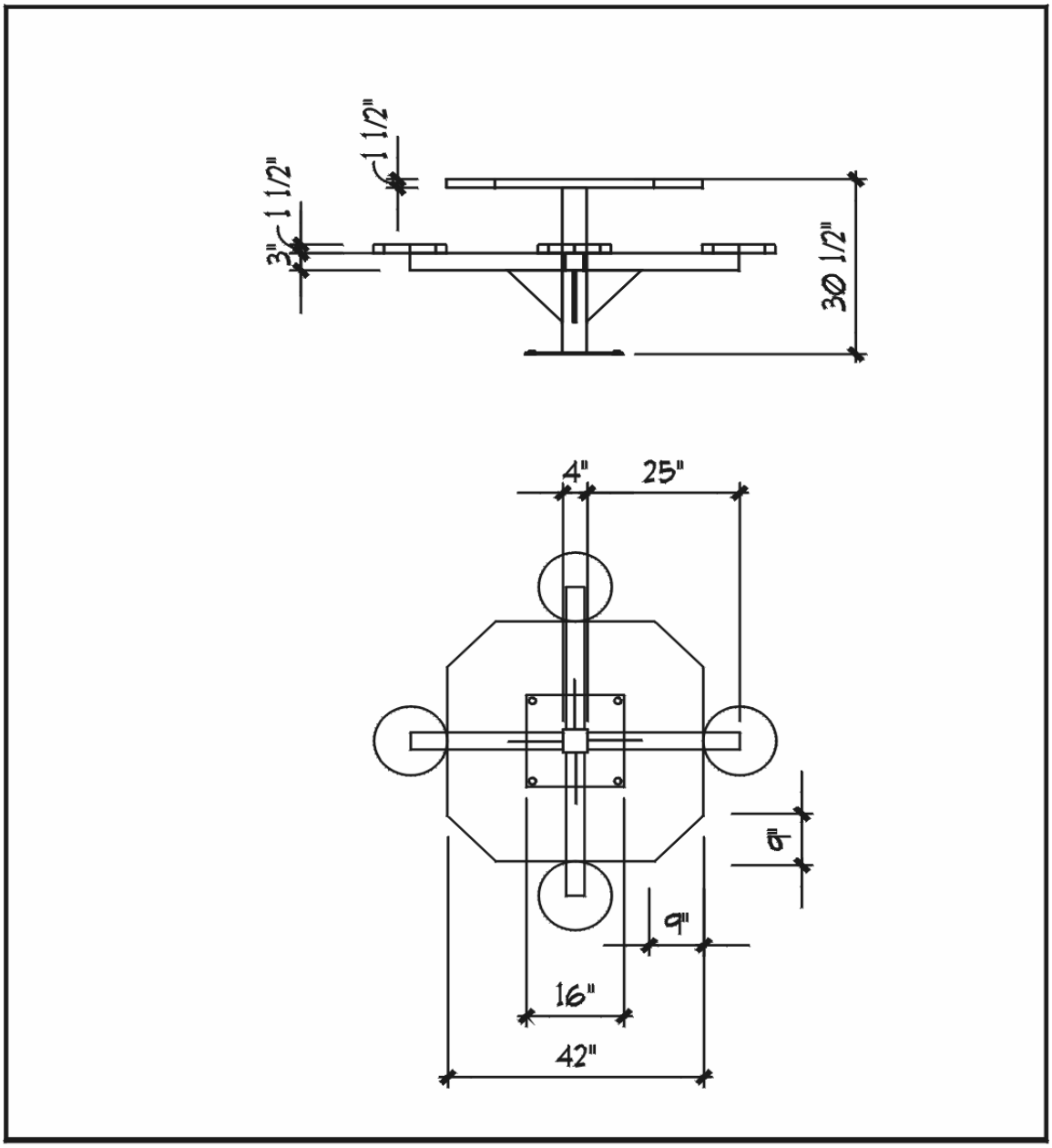


INMATE STOOL

PRISON PHYSICAL PLANT
STANDARDS MANUAL

FIG. 2

7.4.3 FIGURE 3 4 MAN DINING TABLE

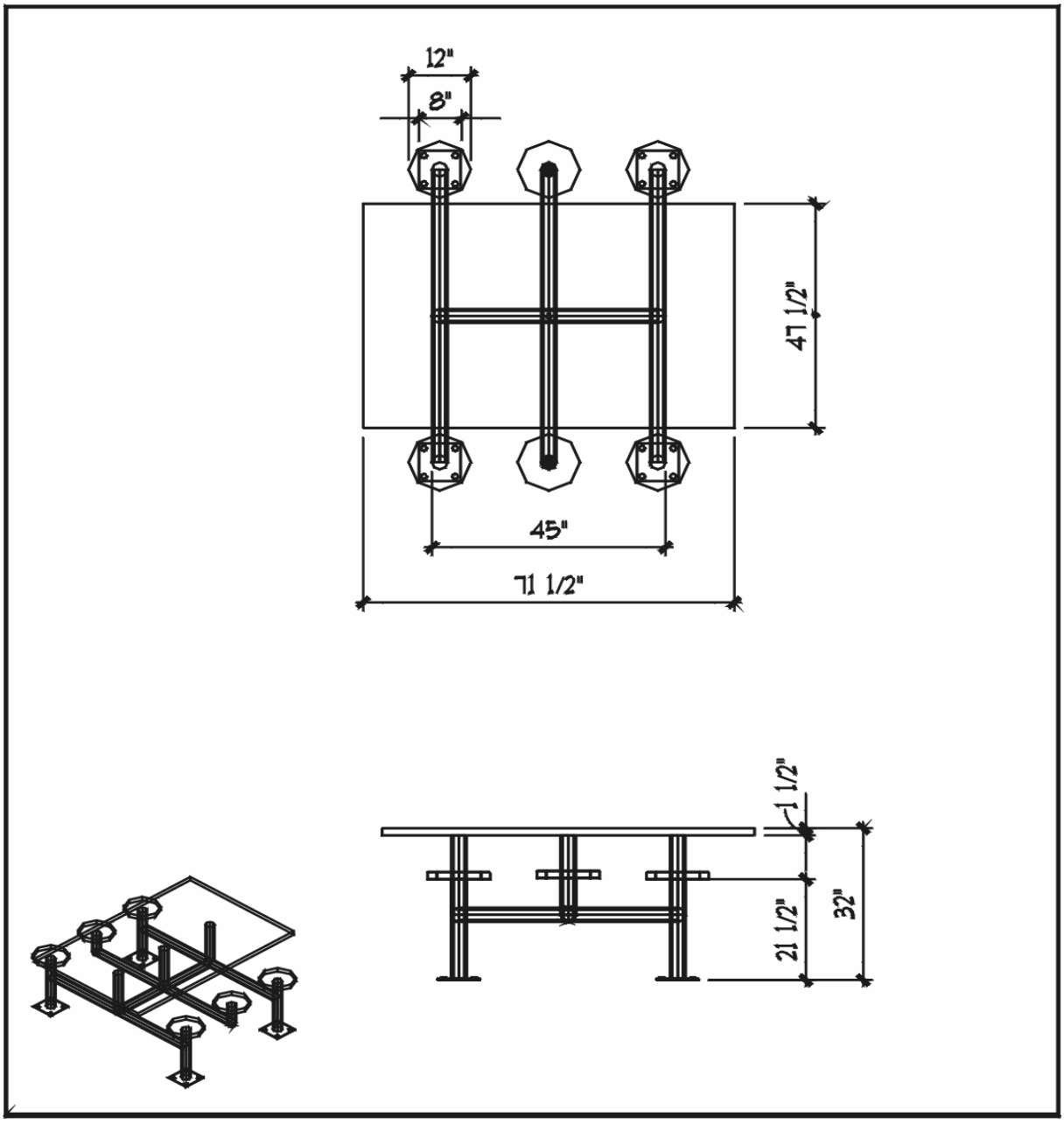


4-MAN DINING TABLE

PRISON PHYSICAL PLANT
STANDARDS MANUAL

FIG. 3

7.4.4 FIGURE 4 6 MAN DINING TABLE

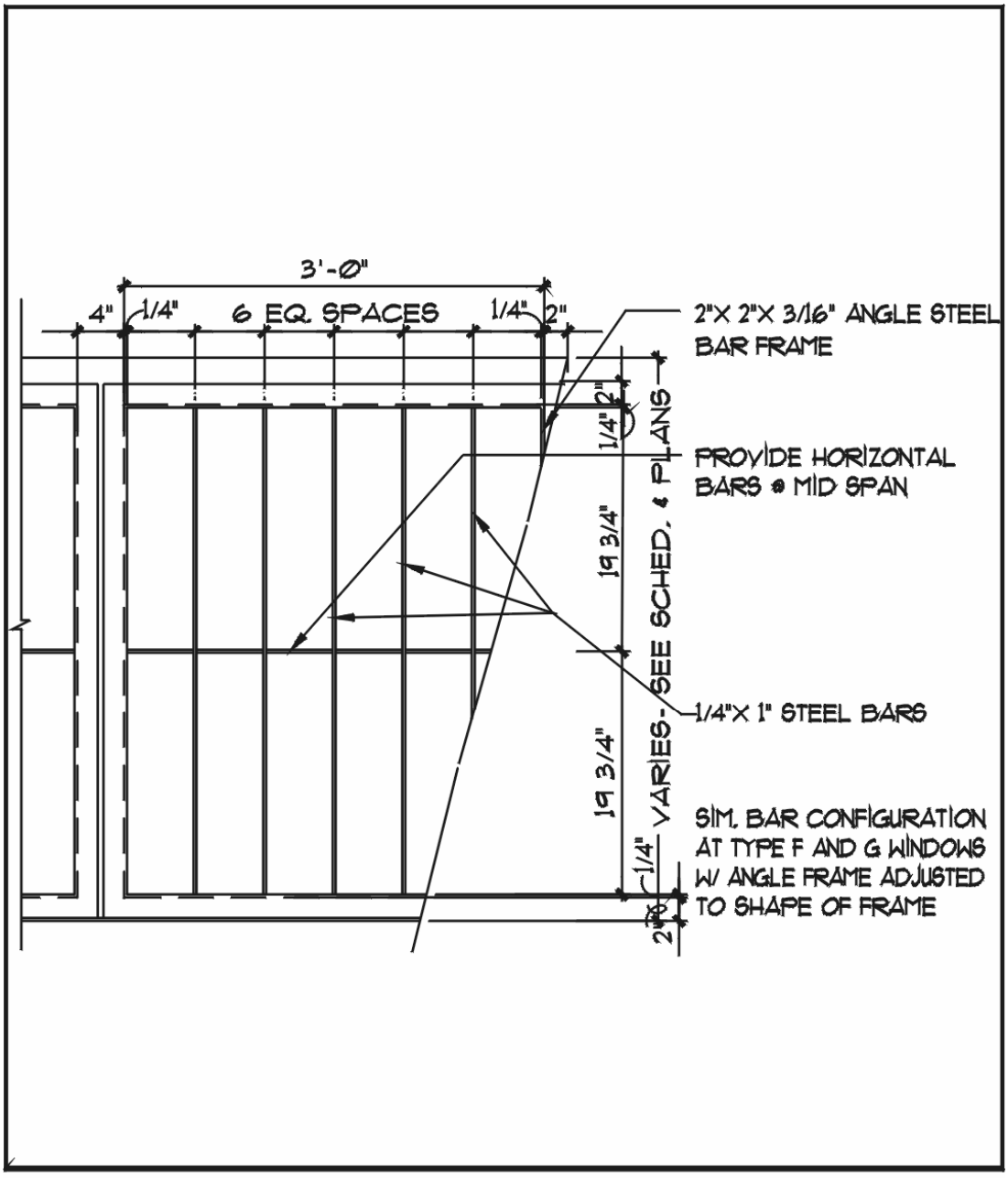


6-MAN DINING TABLE

PRISON PHYSICAL PLANT
STANDARDS MANUAL

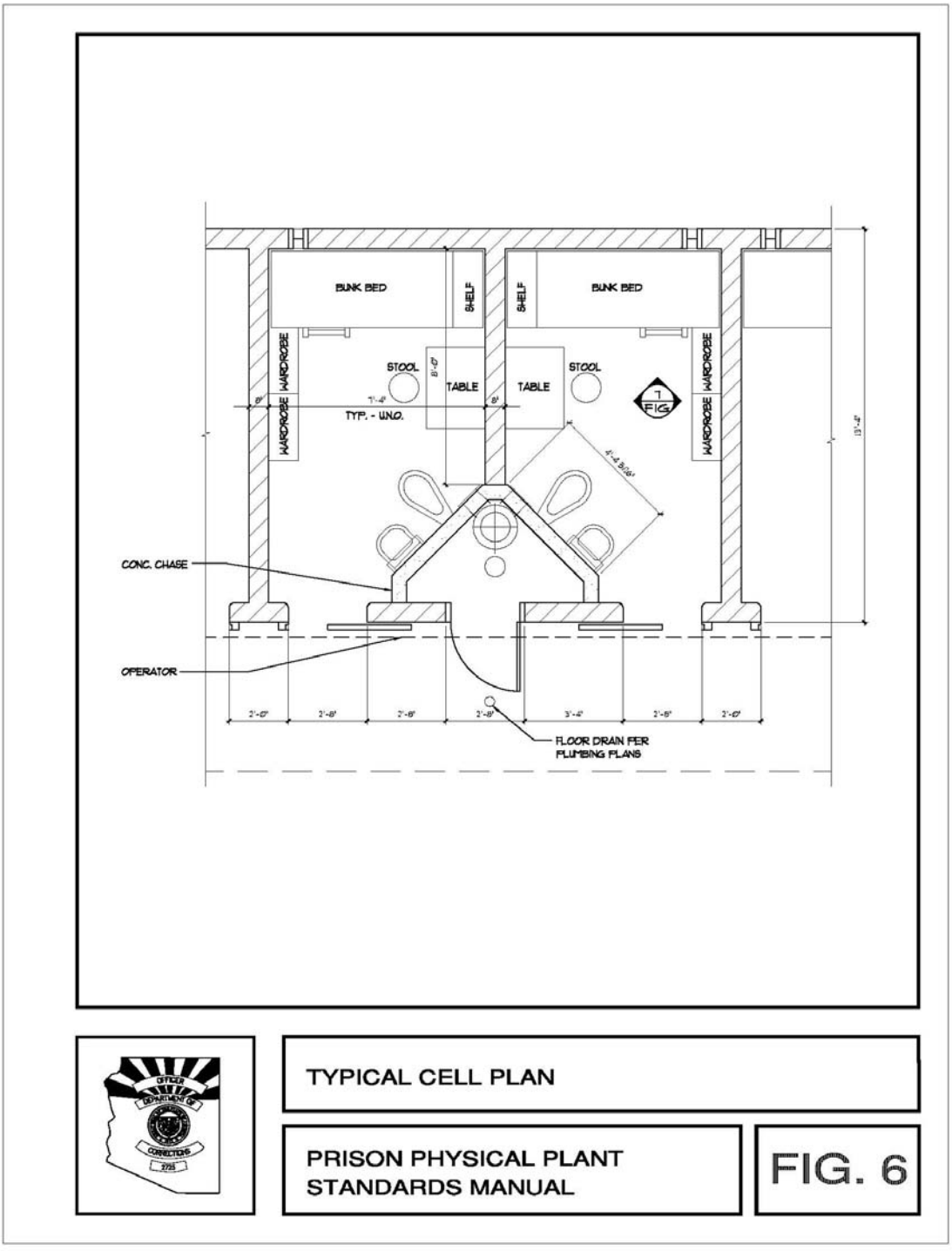
FIG. 4

7.4.5 FIGURE 5 HOUSING CONTROL ROOM WINDOW BAR GRILLS

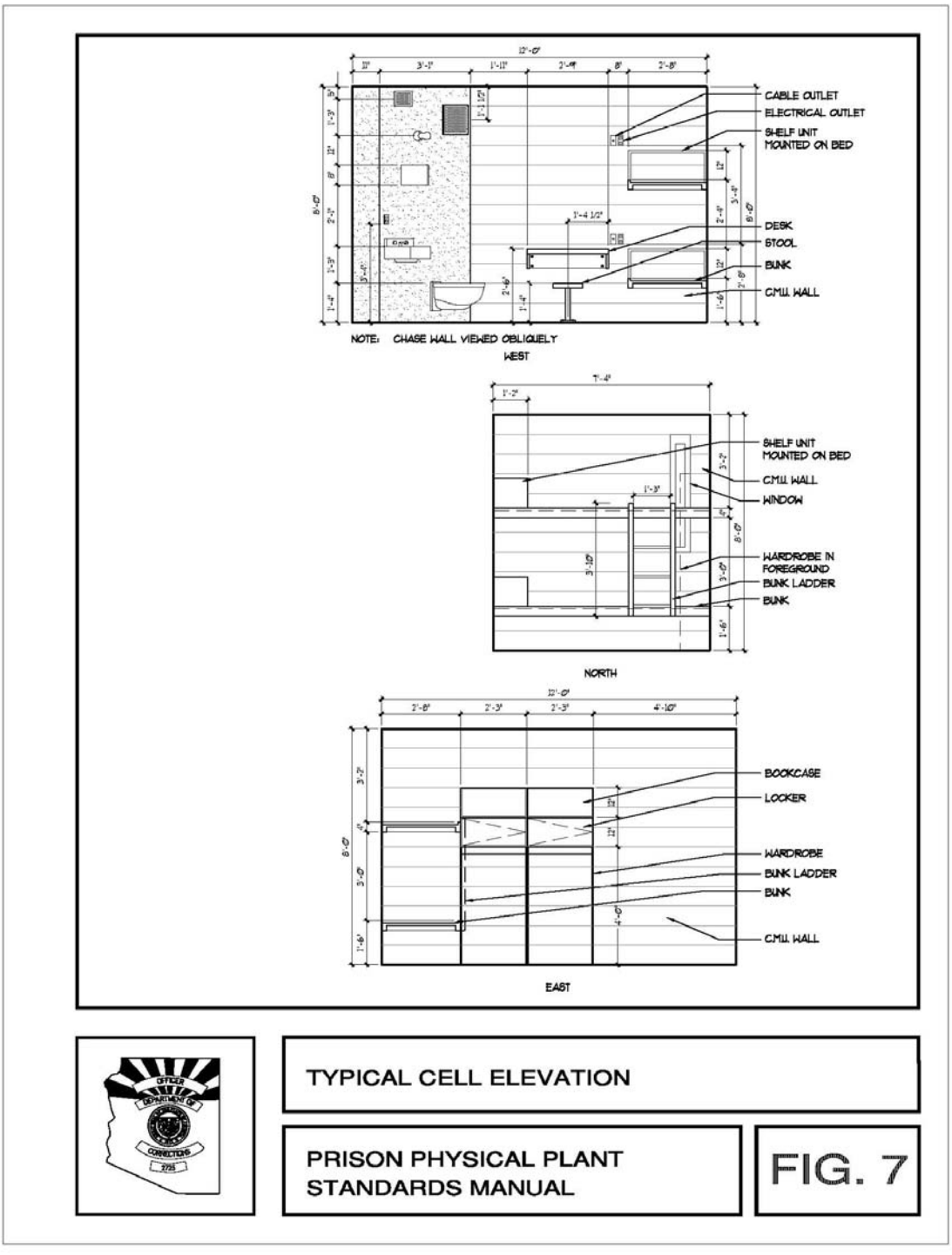


	HOUSING CONTROL ROOM WINDOW BAR GRILLS	
	PRISON PHYSICAL PLANT STANDARDS MANUAL	FIG. 5

7.4.6 FIGURE 6 TYPICAL CELL PLAN



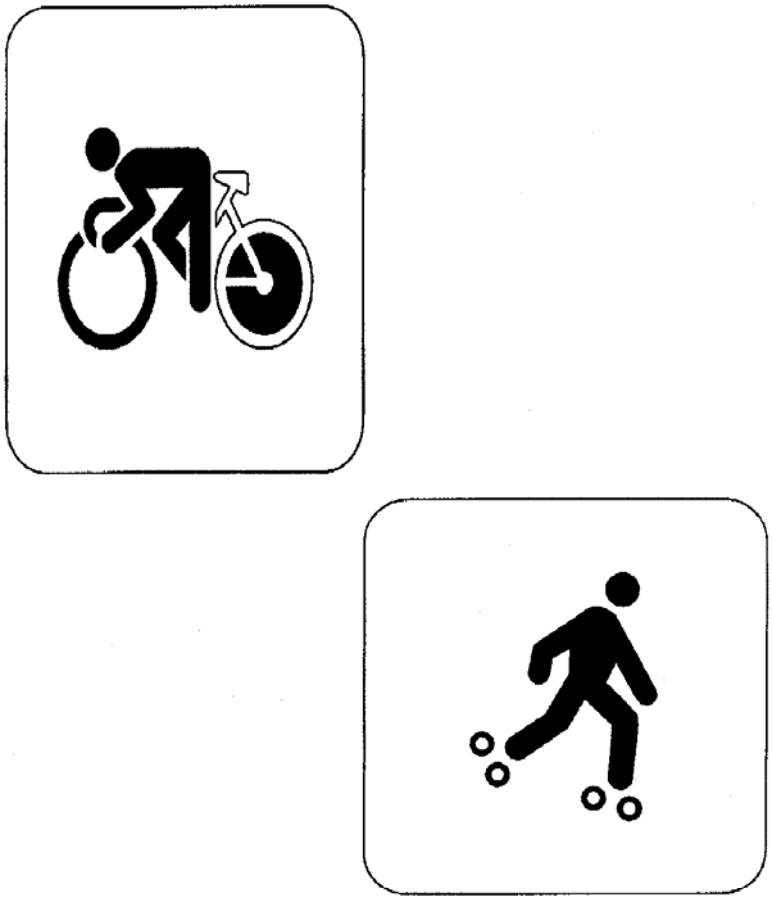
7.4.7 FIGURE 7 TYPICAL CELL ELEVATIONS



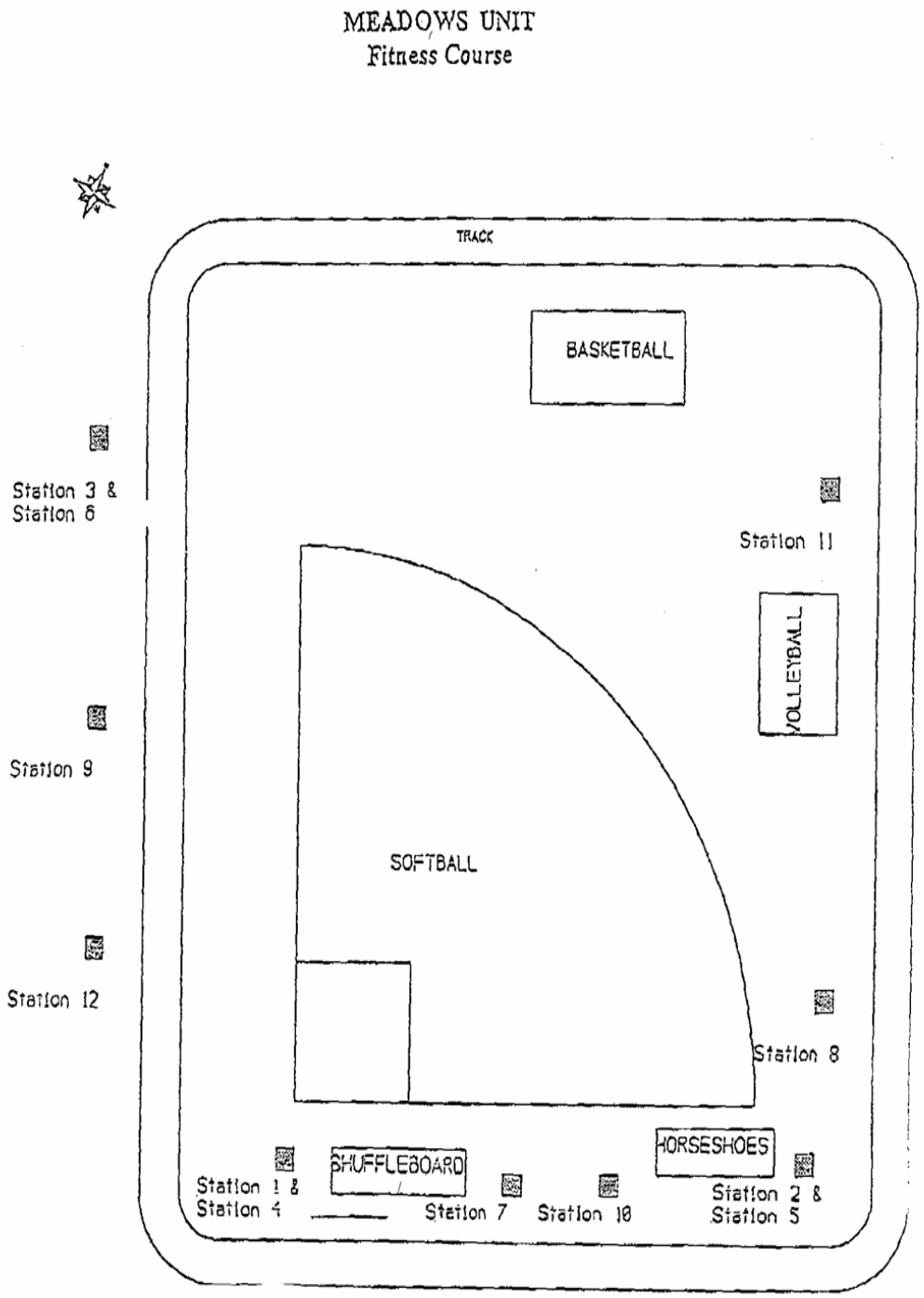
7.5 APPENDIX V – PAR COURSE REQUIREMENTS

7.5.1 FIGURE 1 PROTOTYPICAL PAR COURSE INFORMATION

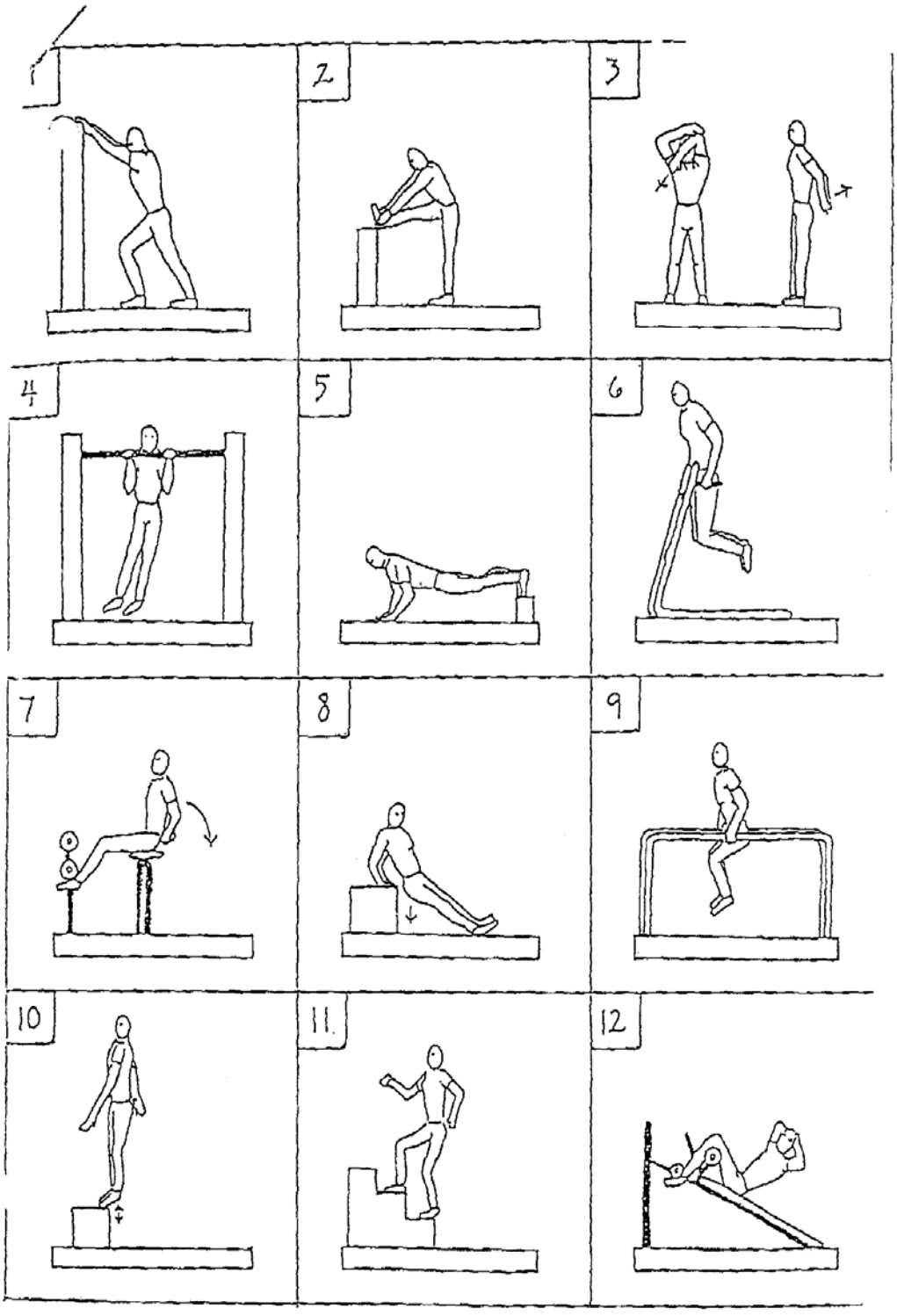
Prototypical Par Course Information



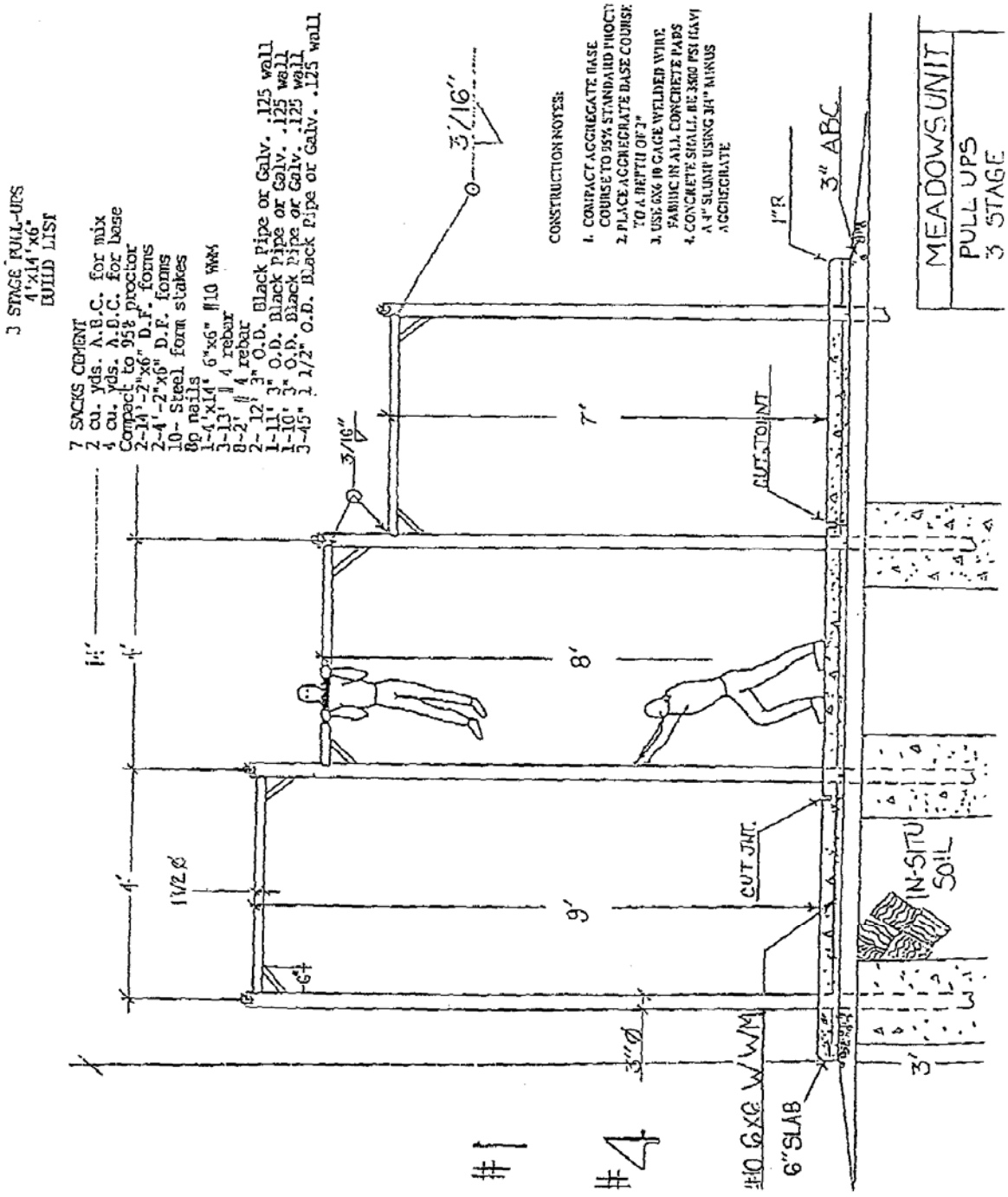
7.5.2 FIGURE 2 FITNESS COURSE



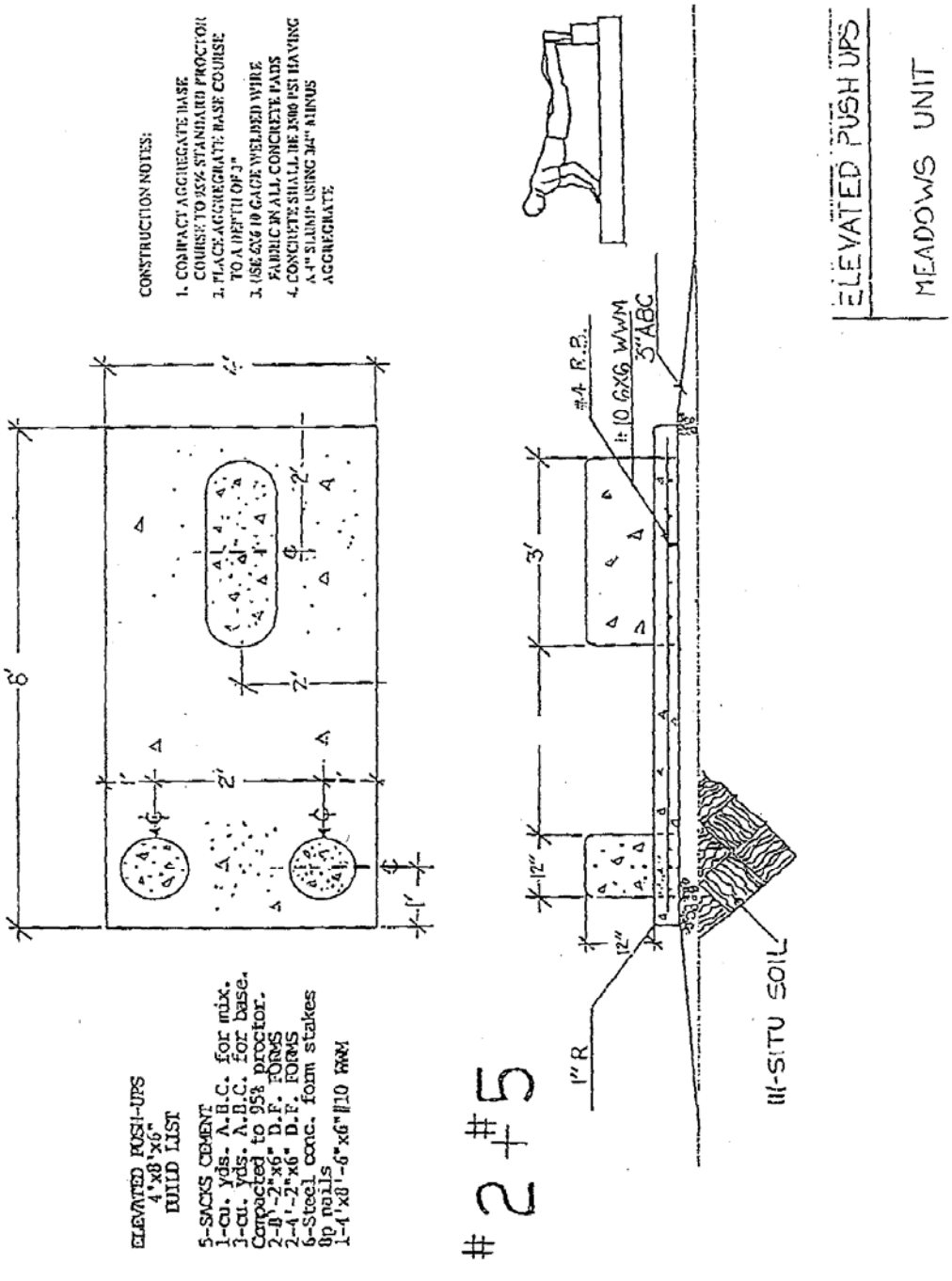
7.5.3 FIGURE 3 PAR COURSE EXERCISE DESCRIPTIONS



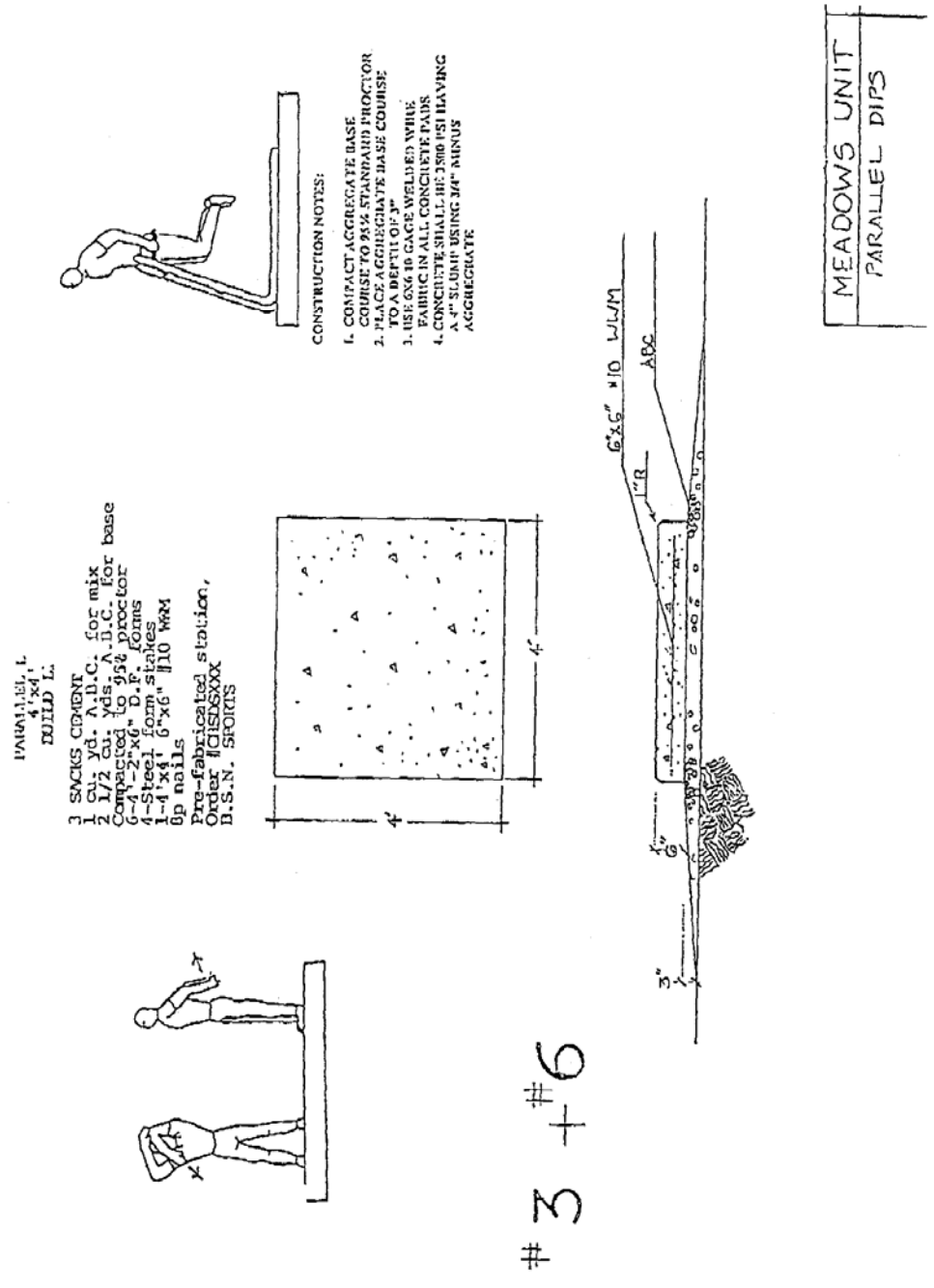
7.5.4 FIGURE 4 PULL UPS



7.5.5 FIGURE 5 ELEVATED PUSH UPS

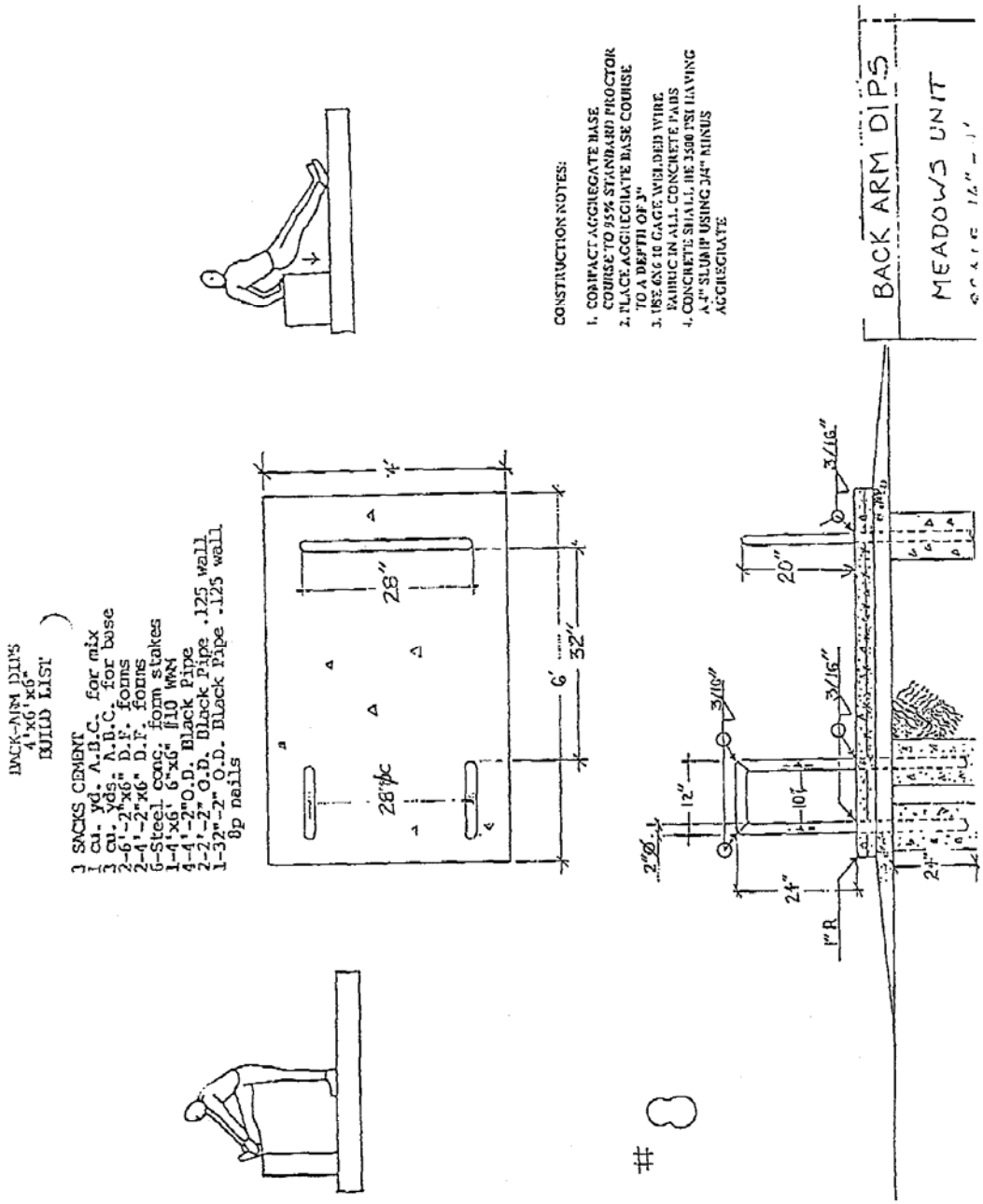


7.5.6 FIGURE 6 PARALLEL DIPS

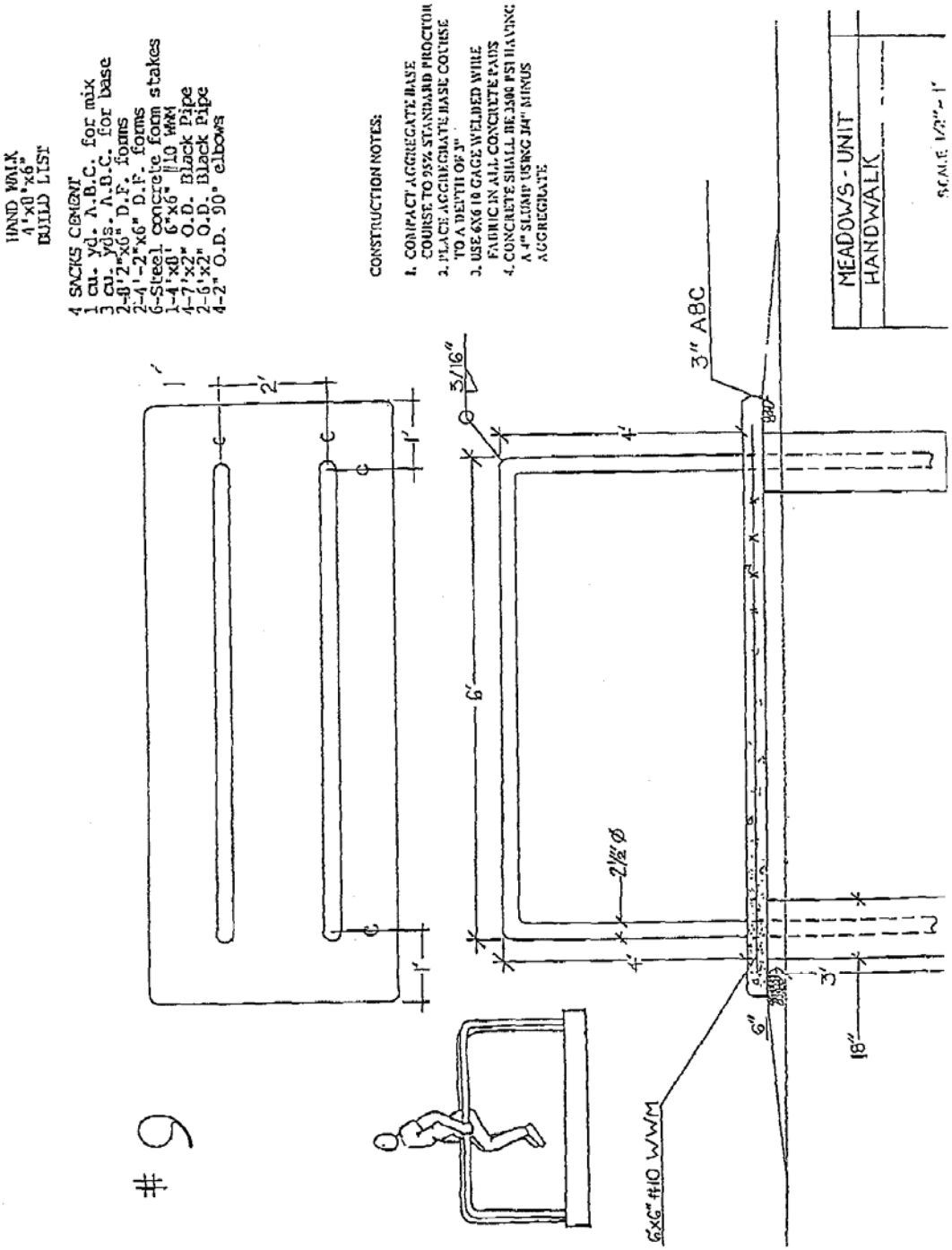


7.5.7 FIGURE 7 BACK & ABDOMEN

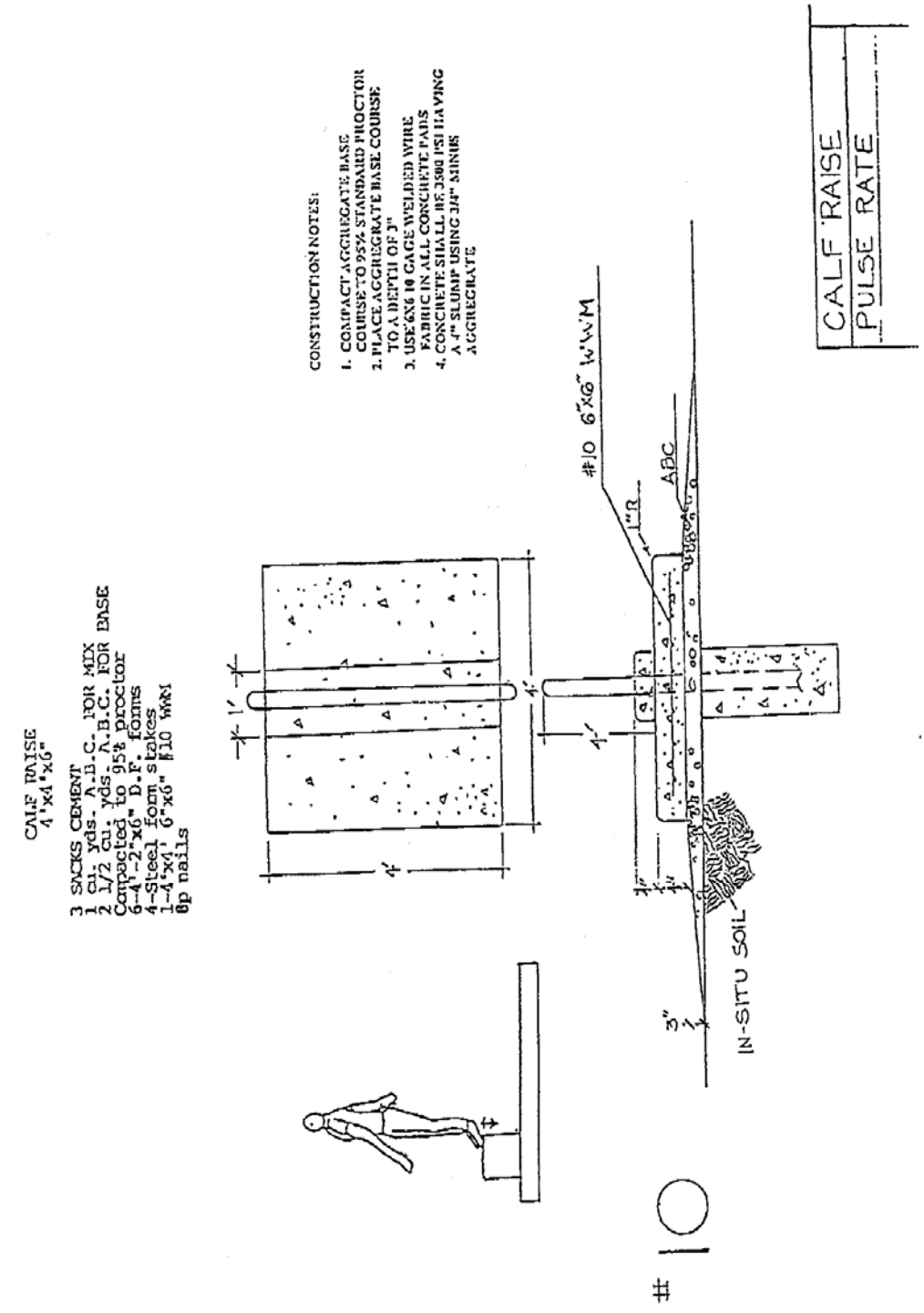
7.5.8 FIGURE 8 BACK ARM DIPS



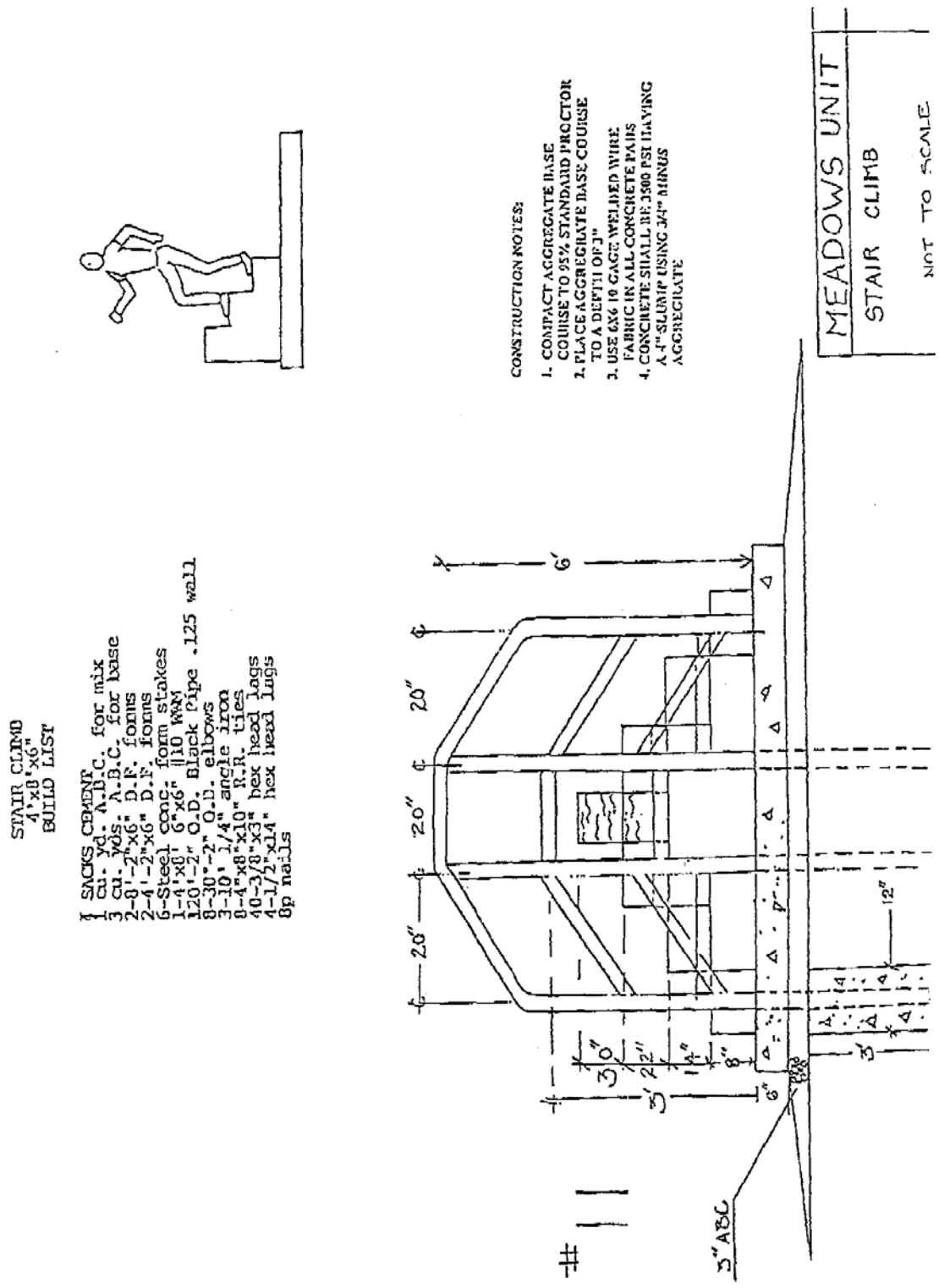
7.5.9 FIGURE 9 HAND WALK



7.5.10 FIGURE 10 CALF RAISE



7.5.11 FIGURE 11 STAIR CLIMB



7.5.12 FIGURE 12 SIT-UPS

7.5.13 FIGURE 13 MODIFICATIONS FOR WOMEN'S FITNESS COURSE

Modification on Women's Fitness Course

Station 4 (Women)

Exercise:	Pull-Up
Muscle(s):	latissimus dorsi and posterior deltoid,
Position:	Use underhand grip, start in hanging position, pull body up to chin level, hold, lower to starting position
Contraind:	Acute back, shoulder, elbow, or hand pain

Station 5 (Women)

Exercise:	Push-Up
Muscle(s):	pectoralis major and minor, triceps and deltoid
Position:	Lie prone, hands at shoulder, fingers facing forward, extend arms fully to push body up (bending at knees), do not bend at waist, lower body until upper arms are parallel to floor, push up to repeat
Contraind:	Acute shoulder, elbow or wrist pain

Station 6 (Women)

Exercise:	Chest Dip
Muscle(s):	pectoralis group and triceps
Position:	Place hands on bars so feet cannot touch floor, start with arms extended, lower body until upper arms are parallel to floor, use platform and legs to assist in pressing body up to return to starting position
Contraind:	Acute shoulder, elbow or wrist pain

7.5.14 FIGURE 14 WOMEN'S PULL-UPS (MODIFIED)

7.5.15 FIGURE 15 WOMEN'S DIP (MODIFIED)

7.6 APPENDEX VI – FINISH SCHEDULE

Legend:	Floor	CAR	Carpet
		CT	Ceramic Tile
		QT	Quarry Tile
		SC	Sealed Concrete
		VCT	Vinyl Composition Tile
	Base	CT	Ceramic Tile
		VIN	Vinyl Base
		SS	Stainless Steel
	Walls	CONC	Concrete (or masonry block)
		GCMU	Glazed CMU
		GYP	Gypsum Board
		PE	Paint Enamel
	Ceilings	AP	Acoustical Panel
		CONC	Concrete
		EXP	Exposed
		GRILL	Steel Mesh Grill

AREA	FLOOR	BASE	WALLS	CEILING	HT
Administration					
Offices/Work Area	CAR	VIN	GYP/PE	AP	
Toilets	CT	CT	CT	GYP/PE	
Support	VCT	VIN	GYP/PE	AP	
Classrooms					
Classroom/Office	SC	VIN	CONC/PE	GYP	
Toilets	CT	CT	CT	AP	
Support	SC	VIN	CONC/PE	GYP	
Count & Movement					
Offices/Work Areas	VCT	VIN	GYP/PE	AP	
Toilets	CT	CT	CT	AP	
Support	VCT	VIN	GYP/PE	AP	
Dental					

AREA	FLOOR	BASE	WALLS	CEILING	HT
Offices/Work Areas	VCT	VIN	GYP/PE	AP	
Toilets	CT	CT	CT	AP	
Detention					
Pod/Day Room	SC	-	CONC/PE	CONC/PE	
Control	CAR	VIN	GYP/PE	AP	
Recreation	CONC	-	CONC	GRILL	
Hair Care					
Work Areas	VCT	VIN	GYP/PE	AP	
Hearing					
Offices	VCT	VIN	GYP/PE	AP	
Toilets	CT	CT	CT	AP	
Support	VCT	VIN	GYP/PE	AP	
Kitchen					
Work Areas	QT	SS	''GCMU	AP	
Office	QT	QT	GYP/PE	AP	
Toilets	CT	CT	CT	AP	
Support	SC	-	CONC	EXP	
Library					
Library	VCT	VIN	GYP/PE	AP	
Toilets	CT	CT	CT	AP	
Support	SC	VIN	CONC/PE	GYP	
Maintenance					
Office	VCT	VIN	GYP/PE	AP	
Work Areas	SC	-	CONC	EXP	
Toilets	CT	CT	CT	AP	
Medical					
Offices	CAR	VIN	GYP/PE	AP	

AREA	FLOOR	BASE	WALLS	CEILING	HT
Work Areas	VCT	VIN	GYP/PE	AP	
Inmate Holding	SC	-	CONC/PE	EXP	
Toilets	CT	CT	CT	AP	
Support	VCT	VIN	GYP/PE	AP	
Pharmacy					
Work Areas/Office	VCT	VIN	GYP/PE	AP	
Property/Mail					
Property Storage	SC	-	CONC	EXP	
Work Areas	SC	-	CONC	EXP	
Recreation					
Recreation	SC	-	CONC	EXP	
Toilets	CT	CT	CT	AP	
Support	SC	-	CONC	EXP	
Vehicle Maintenance					
Office	VCT	VIN	GYP/PE	AP	
Work Areas	SC	-	CONC	EXP	
Toilets	CT	CT	CT	AP	
Visitation					
Visitation	SC	VIN	CONC/PE	AP	
Toilets	CT	CT	CT	AP	
Support	SC	VIN	CONC/PE	GYP	
Warehouse					
Offices	VCT	VIN	GYP/PE	AP	
Work Areas	SC	-	CONC	EXP	

AREA	FLOOR	BASE	WALLS	CEILING	HT
Toilets	CT	CT	CT	AP	
Support	SC	-	CONC	EXP	